



Board of Trustees Budget and Finance Committee

June 9th, 2025 – 12:00 p.m.

Lincoln Center

1325 Poplar St., Helena, MT 59601

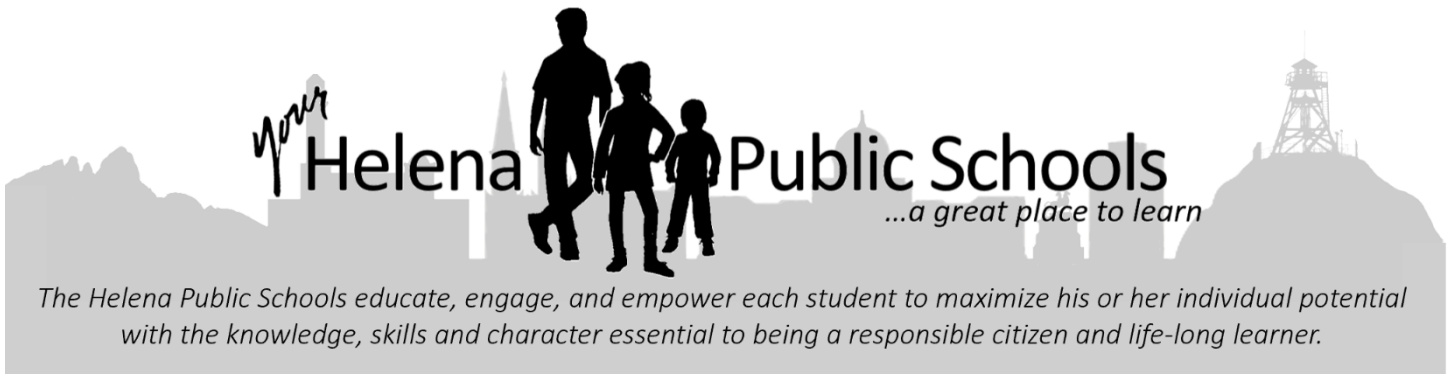
and via TEAMS

Members of the public are able to attend remotely by clicking here:

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AGENDA

- I. CALL TO ORDER / INTRODUCTIONS
- II. **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.*
- III. REVIEW OF AGENDA
- IV. REVIEW OF THE 5.13.25 BUDGET AND FINANCE COMMITTEE MINUTES
- V. ITEMS FOR INFORMATION/DISCUSSION
 - A. Budget to Actual Reports
 - B. Interlocal Fund Financial Activity
 - C. Federal Programs/Title Discussion
- VI. BOARD/SUPERINTENDENT COMMENTS
- VII. ADJOURNMENT



**Board of Trustees
Budget and Finance Committee**

Lincoln Center
And via Microsoft Teams
Tuesday, May 13th, 2025
12:00pm

MINUTES

ATTENDEES

Trustees:

Janet Armstrong, Committee Chair
Rachel Robison, Committee Member
Linda Cleatus, Committee Member
Kay Satre, Trustee

Others:

Barb Ridgway, Chief of Staff
Jane Shawn, HEA President
Keri Mizell, Human Resources Director
Janelle Mickelson, Business Director
Rex Weltz, Superintendent
Todd Verrill, Facilities Director
Candice Delvaux, Executive Assistant
Gary Myers, Director of Educational Technology
Lona Carter, Student Health Services & Special Education Director
Josh McKay, Assistant Superintendent
Tim McMahon, Activities Director
Justine Alberts, Curriculum Director
Kaitlyn Hess, Data & Federal Programs Director
Melissa Romano, Instructional Coach
Hanna Warhank, Guest of the Public
Sonny Tapia, Independent Record Reporter

I. CALL TO ORDER/INTRODUCTIONS

The meeting was called to order at 12:04 p.m. by Trustee Janet Armstrong. Following the call to order, members of the Budget and Finance Committee and other attendees introduced themselves.

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 and accepted the 3.7.25 Budget and Finance Committee Meeting Minutes.

V. ITEMS FOR INFORMATION/DISCUSSION

A. Budget to Actual Reports

The Budget and Finance Committee reviewed and discussed the Budget to Actual reports. Ms. Mickelson pointed out that last year in the elementary general fund we only had 5% remaining in our budget at this time, and this year we have 8% remaining in the elementary general fund budget. Last year in the high school general fund we had 4% remaining in our budget at this time, and this year we have 9% remaining in the high school general fund budget. Ms. Mickelson discussed the potential to reallocate certain expenditures currently covered by interlocal payments back to the general fund. Ms. Mickelson addressed questions from the Budget and Finance Committee regarding the budget to actual reports.

B. Interlocal Fund Financial Activity

The Budget and Finance Committee reviewed the interlocal fund financial activity report. Ms. Mickelson reported that approximately \$2.3 million has been expended district-wide, and about \$2.5 million in total including buildings and departments, noting that the fiscal year is still in progress. She also mentioned the possibility of an additional increase in property and liability insurance costs. Additionally, Ms.

Mickelson noted that several transportation projects originally budgeted for did not occur, which may result in a transfer of funds back to the interlocal fund from the transportation fund. Ms. Mickelson addressed questions from the Budget and Finance Committee regarding the interlocal fund financial activity report.

C. Legislative Updates

The Budget and Finance Committee discussed the anticipated STARs funding designated for staff salary compensation. They also discussed House Bill 28, a legislative cleanup bill that corrected a prior misinterpretation regarding enrollment calculations for charter schools, resulting in the restoration of previously lost funding. Additionally, the committee reviewed Montana House Bill 515, a comprehensive measure introduced in the 2025 legislative session aimed at improving school infrastructure and advancing educational technology statewide.

The committee discussed the potential failure of the boiler system at Helena High School and the significant challenges involved in replacing or repairing it. Current reserves and building funds are insufficient to cover the full cost of a replacement, which would require pursuing a loan or bond. Short-term fixes, such as temporary heating solutions, are being explored but would be costly and complicated. The committee acknowledged the need for contingency plans, including possible redistricting or split shifts between Helena High and Capital High, to ensure students have a safe and functional learning environment if the boilers fail.

The committee discussed uncertainty surrounding federal education funding, particularly related to Title I. There is concern about potential reductions, possibly up to 20%, due to declining enrollment, a shift from formula to block grants, and changes in how funds are allocated at the state level. The group noted that these cuts have occurred for several consecutive years, and despite receiving less funding, districts are still expected to maintain the same level of services. Additional concerns include delays in funding distribution and the impact of inflation on already strained resources.

Superintendent Weltz and Ms. Mickelson addressed questions from the Budget and Finance Committee regarding the information presented.

D. Teacher Bargaining Update

The Budget and Finance Committee received an update on teacher bargaining with the Helena Education Association, noting continued progress through the consensus

process. Key topics included compensation, health insurance, and workload. A tentative agreement was reached to meet STARs Act requirements by adjusting the salary matrix to reach 66% of average teacher salary this year and 70% next year, alongside proposed annual salary increases. Discussions also included potential language around reduction in force procedures and efforts to proactively address workload and communication issues. Final cost impacts have been accounted for in the existing budget framework. Ms. Keri Mizell, Human Resources Director, addressed questions from the committee regarding the information presented.

E. Levies Update

The Budget and Finance Committee received an update from Superintendent Weltz and Mr. Gary Myers, Director of Educational Technology, regarding the recent technology levies. The failure of both the elementary and high school levies carries significant implications for the district. Although the need for ongoing technology support remains critical, operations will now rely even more heavily on interlocal funds. The district has been spending nearly \$2 million annually on technology, with approximately \$1 million coming from interlocal reserves just to sustain basic operations. This has not, however, included any device replacement cycles or necessary technology infrastructure replacement. As a result of the levy failures, the impact on the interlocal fund for the next school year will be approximately \$2 million. This amount will continue to increase as components age and require additional support or replacement. The levies were intended to fund essential infrastructure, software, licensing, and network systems that underpin daily school functions. Without this dedicated funding, the district may struggle to maintain critical technology services, potentially impacting instruction, assessments, and cybersecurity. Superintendent Weltz and Mr. Myers addressed questions from the committee regarding the information presented.

VI. BOARD/SUPERINTENDENT COMMENTS

There were no board or superintendent comments.

VII. ADJOURNMENT

Budget and Finance Committee Chair Janet Armstrong adjourned the meeting at 12:58 p.m.

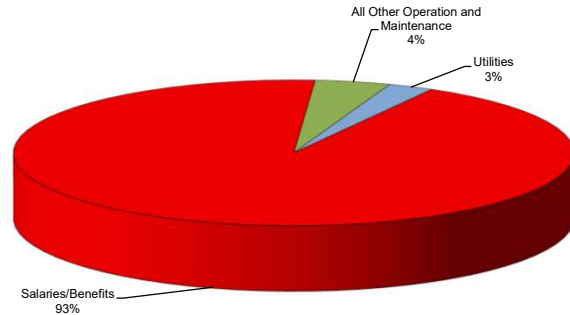
HELENA SCHOOL DISTRICT NO. 1
FINANCIAL REPORT FOR MAY 2025
ELEMENTARY GENERAL FUND

Account	Beginning	Annual Budget	Year-to-Date	Budget	% Budget
Description	Budget	(after transfers & amendments)	Expended & Encumbered	Balance	Left
Administrative Salaries	\$ 2,133,035	\$ 2,133,035	\$ 2,253,346	\$ (120,311)	-5.6%
Educator Salaries	24,316,760	24,316,760	23,275,946	\$ 1,040,813	4.3%
Professional Salaries	2,868,976	2,868,976	3,129,825	\$ (260,849)	-9.1%
Technical Salaries	1,422,026	1,422,026	1,344,124	\$ 77,903	5.5%
Clerical Salaries	1,302,058	1,302,058	1,206,386	\$ 95,672	7.3%
Service Worker Salaries	2,430,857	2,430,857	2,177,968	\$ 252,889	10.4%
Para Professional Salaries	2,748,600	2,748,600	2,235,893	\$ 512,707	18.7%
Guest Educator Salaries	510,606	510,606	440,502	\$ 70,104	13.7%
Substitute Clerical Salaries	15,300	15,300	41,039	\$ (25,739)	-168.2%
Substitute Service Worker	20,200	20,200	20,203	\$ (3)	0.0%
Substitute Para Salaries	88,500	88,500	87,392	\$ 1,108	1.3%
Overtime	31,750	31,750	33,466	\$ (1,716)	-5.4%
Sabbatical Leave Salaries	-	-	-	\$ -	-
Coaching Salaries/Stipends	98,660	98,660	120,082	\$ (21,422)	-21.7%
Termination Pay	500,000	500,000	424,335	\$ 75,665	15.1%
Admin TSA Employer Match	-	-	12,140	\$ (12,140)	-
Workers' Comp/Benefits	229,273	229,273	221,135	\$ 8,138	3.5%
Crafts Benefits	35,000	35,000	27,386	\$ 7,614	21.8%
Cell phone stipends	24,438	24,438	44,090	\$ (19,652)	-80.4%
Contracted Services	870,865	870,865	353,263	\$ 517,602	59.4%
Gas	301,712	301,712	265,593	\$ 36,118	12.0%
Electricity	586,130	586,130	430,885	\$ 155,245	26.5%
Water	125,832	125,832	105,055	\$ 20,777	16.5%
Sewer	44,417	44,417	39,242	\$ 5,174	11.6%
Garbage	45,046	45,046	43,102	\$ 1,944	4.3%
Repair and Maintenance	31,419	31,419	35,297	\$ (3,878)	-12.3%
Rental	25,650	25,650	15,570	\$ 10,080	39.3%
Instructional Field Trips	8,091	8,091	8,166	\$ (75)	-0.9%
Liability/Other Insurance	-	-	-	\$ -	-
Postage	10,555	10,555	4,906	\$ 5,649	53.5%
Advertising	9,678	9,678	1,906	\$ 7,772	80.3%
Printing	131,436	131,436	93,389	\$ 38,047	28.9%
Extracurricular Team Travel	-	-	724	\$ (724)	-
Travel	45,298	45,298	39,701	\$ 5,598	12.4%
Professional Development/Meetings	71,880	71,880	37,601	\$ 34,279	47.7%
Supplies	514,096	515,357	377,340	\$ 138,018	26.8%
Books	42,625	41,364	39,478	\$ 1,885	4.6%
Periodicals	21,873	21,873	10,830	\$ 11,043	50.5%
Minor Equipment	31,458	31,458	24,165	\$ 7,293	23.2%
Major Equipment & Construction	-	-	-	\$ -	-
Dues and Memberships	51,598	51,598	49,645	\$ 1,953	3.8%
Sick Leave/Personal Leave Payoff	162,590	162,590	10,097	\$ 152,493	93.8%
Total Budget	\$ 41,908,288	\$ 41,908,288	39,081,212	\$ 2,827,075	6.7%

Budget Transfers

From	To	Amount	Reason
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2024-25 Provisional
Elementary General Fund Budget by Function



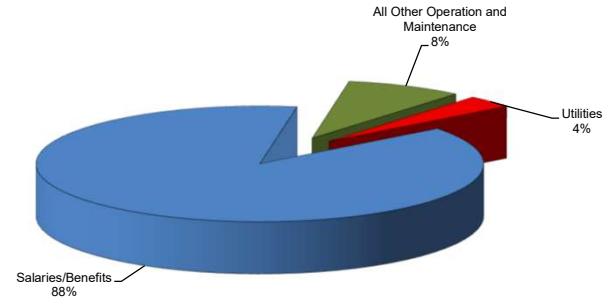
**HELENA SCHOOL DISTRICT NO. 1
FINANCIAL REPORT FOR MAY 2025
HIGH SCHOOL GENERAL FUND**

Account	Beginning	Annual Budget	Year-to-Date Expended & Encumbered	Budget	% Budget
Description	Budget	(after transfers)	Balance	Left	
Administrative Salaries	1,278,840	1,278,840	1,272,832	6,008	0.5%
Educator Salaries	12,879,352	12,879,352	12,371,481	507,871	3.9%
Professional Salaries	1,106,895	1,106,895	1,149,462	(42,567)	-3.8%
Technical Salaries	890,435	890,435	955,170	(64,734)	-7.3%
Clerical Salaries	1,054,429	1,054,429	1,031,035	23,395	2.2%
Service Worker Salaries	1,166,009	1,166,009	898,118	267,890	23.0%
Para Professional Salaries	392,516	392,516	325,259	67,258	17.1%
Guest Educator Salaries	324,226	324,226	241,336	82,890	25.6%
Substitute Clerical Salaries	4,000	4,000	11,240	(7,240)	
Substitute Service Worker	11,520	11,520	7,102	4,418	38.4%
Substitute Para Salaries	4,000	4,000	6,963	(2,963)	-74.1%
Overtime	24,750	24,750	22,328	2,422	9.8%
Sabbatical Salaries	46,444	46,444	51,644	(5,200)	-11.2%
Coaching Salaries/Stipends	604,680	604,680	644,959	(40,279)	-6.7%
Administrator TSA Employer Match	-	-	7,460	(7,460)	
Termination Pay	500,000	500,000	395,241	104,759	21.0%
Workers' Comp/Benefits	120,333	120,333	112,172	8,161	6.8%
Crafts Benefits	16,000	16,000	13,247	2,753	17.2%
Cell phone stipends	12,396	12,396	20,397	(8,001)	-64.5%
Contracted Services	284,814	284,814	333,248	(48,434)	-17.0%
Gas	236,949	236,949	196,314	40,634	17.1%
Electricity	426,040	426,040	337,023	89,017	20.9%
Water	67,198	67,198	40,979	26,219	39.0%
Sewer	32,139	32,139	15,971	16,168	50.3%
Garbage	48,942	48,942	27,147	21,795	44.5%
Repair and Maintenance	30,808	30,808	19,964	10,844	35.2%
Rental	19,868	19,868	5,418	14,449	72.7%
Instructional Field Trips	4,026	4,026	15,672	(11,647)	-289.3%
Liability/Other Insurance	373,023	373,023	-	373,023	100.0%
Postage	7,351	7,351	5,264	2,086	28.4%
Advertising	8,450	8,450	991	7,459	88.3%
Printing	41,638	41,638	78,252	(36,615)	-87.9%
Travel	22,660	22,660	23,504	(844)	-3.7%
Professional Development/Meetings	47,945	47,945	25,317	22,629	47.2%
Extracurricular Travel	268,155	268,155	328,506	(60,351)	-22.5%
Supplies	679,448	679,448	372,357	307,091	45.2%
Books	22,681	22,681	40,948	(18,266)	-80.5%
Periodicals	4,680	4,680	5,173	(493)	-10.5%
Minor Equipment	96,469	96,469	21,074	75,395	78.2%
Major Equipment	-	-	-	-	
Dues and Memberships	80,558	80,558	22,158	58,400	72.5%
Sick Leave/Personal Leave Payoff	58,968	58,968	142	58,826	
total budget	\$ 23,299,632	\$ 23,299,632	\$ 21,452,865	\$ 1,846,767	7.9%

Budget Transfers

From	To	Amount	Reason
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**2024-25 Provisional
High School General Fund Budget by Function**



INTERLOCAL FUND FINANCIAL ACTIVITY

As of 5/30/2025

	<u>7.1.2024</u>
Beginning Fund Balance	\$5,999,857
Adjustment	
Interest Revenue	\$170,169
Miscellaneous Other Revenue	\$614
Expenditures & Encumbrances:	
Technology Supplies	(\$422,902)
Curriculum	(\$633,800)
Assessments	
Property & Liability Insurance	(\$1,187,861)
Contracted Services	(\$39,203)
CSCT	(\$266,188)
Field Trips	(\$36,417)
Supplies	(\$442)
Professional Development	(\$2,493)
Copier Leases	(\$39,001)
Ending Fund Balance	<u>\$3,542,334</u>

	<u>7.1.2024</u>
Beginning Fund Balance	\$437,903
Adjustment	
Interest Revenue	\$13,494
Miscellaneous Revenue	
Expenditures & Encumbrances	(\$178,151)
Ending Fund Balance	<u>\$273,246</u>

	<u>7.1.2024</u>
Beginning Fund Balance	\$638,821
Adjustment	
Interest Revenue	\$22,624
Miscellaneous Revenue	
Expenditures & Encumbrances:	
Activities/Athletics	(\$26,408)
Special Education	(\$1,583)
Ending Fund Balance	<u>\$633,454</u>