



*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 Work Session**

Tuesday, November 25<sup>th</sup>, 2025  
4:00 p.m.  
Warren Elementary School

### **MINUTES**

#### **ATTENDEES**

<i>Trustees</i>	<i>Others</i>
Jennifer Walsh, Vice Chair	Rex Weltz, Superintendent
Linda Cleatus, Trustee	Jane Shawn, HEA President
Kay Satre, Trustee	Janelle Mickelson, Business Director
Siobhan Hathhorn, Trustee	Abby Kuhl, Warren Elementary Principal
Jennifer McKee, Chair	Candice Delvaux, Executive Assistant
Janet Armstrong, Trustee	Josh McKay, Assistant Superintendent 6-12
Keith Meyer, Trustee	Tyler Giesregen, Help Desk Technician
	Justine Alberts, Assistant Superintendent PreK-5
	Keri Mizell, Human Resources Director
	Taylor Lassiter, Communications Specialist
	Shane Snyder, Senior Infrastructure & Information Systems Manager
	Several Warren Elementary School Staff Members
	Guests of the Public

#### **I. CALL TO ORDER/ PLEDGE OF ALLEGIANCE**

Board Chair Jennifer McKee called the meeting to order at 4:10 p.m. and the Board participated in the Pledge of Allegiance.

#### **II. REVIEW OF AGENDA**

Board Chair Jennifer McKee reviewed the agenda with the Board of Trustees and there were no changes.

The Board of Trustees then proceeded to hear general public comment.

**III. GENERAL PUBLIC COMMENT**

There was no general public comment.

**IV. PRESENTATION**

Ms. Abby Kuhl, Principal of Warren Elementary School, and several staff members provided a comprehensive overview of the school and reviewed the pamphlet included in the agenda.

Enrollment

Kinder Sprouts (1)  
18

Kindergarten (2)  
33

First (2)  
34

Second (2)  
39

Third (2)  
43

Fourth (2)  
51

Fifth (2)  
42

Total School Enrollment:260

IEPs-52

504s-8

McKinney Vento-6

Gifted and Talented-6

Free & Reduced - 66%

BIP-2

Medical Plan-21

## Community Partners & Connections

- READ Dogs
- Carroll College
- HHS
- Montana Arts Council
- Helena Symphony
- Holter Museum
- Therapy Dogs
- Helena Food Share
- HEF
- Helena Police Dept.
- Warren PTO
- Chadwick's Nursery
- Valley Bank
- Helena Kiwanis
- Echo Church
- Shodair
- East Valley Fire Department
- Back to School Meet & Greet
- Open House
- Coffee With the Principal
- Fabulous Firsts
- PAX Monthly Celebrations
- Carnival Classic
- Book Fair
- Walk to School Day
- Parent/Teacher Conferences
- Spirit Weeks
- Math Night
- Literacy Night
- Linger Longer
- A School Divided Food Drive
- Reindeer Express
- 100 Day Sundae
- Winter Music Program
- Winter Festival
- Field Day & BBQ
- May Day Baskets
- Talent Show

Principal Kuhl provided an overview of the various teams that support Warren Elementary and outlined their respective roles, including the School Leadership Teams for Math, English Language Arts (ELA), MTSS-B/PAX, and Engagement. She concluded her presentation by

highlighting the school’s attendance targets, action plans, goals, and comprehensive data, and by responding to questions from the Board of Trustees regarding the information presented.

The Board of Trustees moved on to review the Consent Action Items.

**V. NEW BUSINESS**

**A. Consent Action Items**

1. Personnel Actions
2. Approval of FY 2025-26 Out-of-District Attendance Agreements (Non-Resident Students Attending HPS)
3. 10/28/25 Board of Trustees Work Session Meeting Minutes

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve the *Consent Action Items* as presented.”

**Motion:** Trustee Siobhan Hathhorn moved to approve the *Consent Action Items* as presented. Trustee Kay Satre seconded the motion.

**Public Comment:** None.

**Vote:** 7-0 motion carries unanimously.

That concluded the approval of the Consent Action Items. The Board of Trustees moved on to final board or superintendent comments.

**VI. BOARD OR SUPERINTENDENT COMMENTS**

During final comments, Board members and the Superintendent shared reflections on recent district and community events, highlighting student and staff engagement observed at the PAL Thanksgiving gathering, ongoing concerns regarding student well-being and food insecurity during extended school breaks, and the critical role of community partnerships in supporting students and families. Additional remarks emphasized the value of early literacy initiatives, recent and ongoing facilities projects, the importance of long-term facilities planning, and appreciation for district leadership, staff, and volunteers.

**VII. ADJOURNMENT**

Board Chair Jennifer McKee adjourned the meeting at 5:02 p.m.

---

Candice Delvaux, Recording Secretary