



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, January 27, 2026
5:00 p.m.
Capital High School

MINUTES

ATTENDEES

<i>Trustees</i>	<i>Others</i>
Jennifer McKee, Chair	Rex Weltz, Superintendent
Keith Meyer, Trustee	Kathy Kidder, CHS Assistant Principal
Kay Satre, Trustee	Sam Holman, Business Director
Jenny Murnane Butcher, Trustee	Brett Zanto, Capital High School Principal
Janet Armstrong, Trustee	Candice Delvaux, Executive Assistant
Linda Cleatus, Trustee	Josh McKay, Assistant Superintendent 6-12
Jennifer Walsh, Vice Chair	Taylor Lassiter, Communications Specialist
	Gary Myers, Director of Educational Technology
	Lona Carter, Student Health Services & Special Education Director
	Mick Morris, CHS Assistant Principal
	Kaitlyn Hess, Data & Federal Programs Director
	Todd Verrill, Facilities Director
	Justine Alberts, Assistant Superintendent PreK-5
	Several representatives from Slate, RTA, and Langlas

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Board Vice Chair Jennifer Walsh called the meeting to order at 5:01 p.m., after which the Board recessed to tour Capital High School. At 5:45 p.m., Board Chair Jennifer McKee reconvened the meeting, 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

Principal Brett Zanto, Capital High School

Mr. Brett Zanto, Principal of Capital High School, provided a comprehensive overview of the school and reviewed the pamphlet included in the agenda.

2025-26 Demographics

- Total Enrollment: 1,343 (Jan. 13)
- Number of Faculty: 93
- Senior Class: 312
- Junior Class: 316
- Sophomore Class: 344
- Freshman Class: 371
- Free & reduced lunch: 20%
- Students with IEPs: 165
- Students with 504 plans: 106
- McKinney-Vento: 23

Bruin Highlights

- 2025 AA State Golf Champion
- 2025 AA State Boys Golf Team Runner-Up
- 2024 AA State Football Champions
- 2025 AA State Wrestling Champion and multiple top ten placers across weight classes
- 2025: 13 Montana University System Scholarships
- 2025: 23 STEM Scholarships received
- 2025: Multiple Presidential Award Finalists
- 2025: 2 National Merit Finalists
- 2026: 1 National Merit Finalist

Principal Zanto and Assistant Principal Kidder presented information on graduation rates from 2021 to 2025, ACT scores, the 2025–26 Action Plan, Cognia accreditation, AP/Honors/Dual Credit offerings, the Capital Code, MTSS, and the cell phone policy at Capital High School.

Principal Zanto and Assistant Principal Kidder responded to questions from the Board of Trustees regarding the information presented.

Principal Brett Zanto will retire at the end of this school year. The Superintendent and Board of Trustees expressed their sincere gratitude for his many years of service and dedication to students, staff, and the Helena School District.

V. NEW BUSINESS

A. Consent Action Items

1. 11/25/25 Board of Trustees Work Session Meeting Minutes
2. 12/19/25 Board of Trustees Special Board Meeting Minutes
3. FY 2025-26 Out-of-District Attendance Agreements (Out-of-District Students Attending Helena School District)

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

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

Public Comment: None.

Vote: 6-0; motion carries unanimously. (*Note: Trustee Linda Cleatus was not in attendance for the vote.*)

B. Items for Action

1. Consideration of the Approval of the Smith Partial Roof Replacement

Mr. Todd Verrill, Facilities Director, presented action item 1, *Consideration of the Approval of the Smith Partial Roof Replacement*. Mr. Verrill requested the Board of Trustees award the 2026 Smith Elementary Partial Roof Replacement Project to Summit Roofing. This project will replace approximately 11,514 square feet of roof in one section. On December 17, 2025, the Facilities Office received bids from six qualified contractors, and Summit Roofing submitted the lowest proposal at \$192,815. Summit’s bid was \$59,495 lower than the next lowest bid. Summit Roofing has installed many roofs for the district over the past 20 years, and Mr. Verrill stated he is confident in their ability to successfully perform the work in accordance with the construction documents. They will complete this roof project in the summer of 2026 before the start of the 2026-27 school year. Mr. Verrill addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 1, *Consideration of the Approval of the Smith Partial Roof Replacement*.”

Motion: Trustee Janet Armstrong moved to approve action item 1, *Consideration of the Approval of the Smith Partial Roof Replacement*. Trustee Keith Meyer seconded the motion.

Public Comment: None.

Vote: 6-0; motion carries unanimously. (*Note: Board Vice Chair Jennifer Walsh was not in attendance for the vote.*)

2. Consideration of the Approval of the Warren Partial Roof Replacement

Mr. Todd Verrill, Facilities Director, presented action item 2, *Consideration of the Approval of the Warren Partial Roof Replacement*. Mr. Verrill requested the Board of Trustees award the 2026 Warren Elementary Partial Roof Replacement Project to Summit Roofing. This project will replace approximately 10,560 square feet of roof in one section. On December 17, 2025, the facilities office received bids from six qualified contractors, and Summit Roofing submitted the lowest proposal at \$100,040. Summit's bid was \$29,492 lower than the next lowest bid. Summit Roofing will complete this roof project in the summer of 2026 before the start of the 2026-27 school year. Mr. Verrill addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, "At this point, I would entertain a motion to approve action item 2, *Consideration of the Approval of the Warren Partial Roof Replacement*."

Motion: Trustee Kay Satre moved to approve action item 2, *Consideration of the Approval of the Warren Partial Roof Replacement*. Trustee Jenny Murnane Butcher seconded the motion.

Public Comment: None.

Vote: 6-0; motion carries unanimously. (*Note: Board Vice Chair Jennifer Walsh was not in attendance for the vote.*)

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

VI. BOARD OR SUPERINTENDENT COMMENTS

There were no further comments.

VII. ADJOURNMENT

Board Chair Jennifer McKee adjourned the meeting at 7:02 p.m.

Candice Delvaux, Recording Secretary