



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 Part 1

Tuesday, May 26, 2026

Central Elementary School

402 N Warren St., Helena, MT, 59601

& Via TEAMS

4:00 p.m.

Members of the public can attend in person or remotely by clicking the link below:

[Join the meeting now](#)

AGENDA

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE

II. REVIEW OF AGENDA

III. 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.

IV. PRESENTATION

Principal Nick Radley, Central Elementary School

V. NEW BUSINESS

A. Consent Action Items

1. 4/28/26 Board of Trustees Work Session Meeting Minutes
2. Personnel Actions
3. Approval of FY 2025-26 Out-Of-District Attendance Agreements (Non-Resident Students Attending HPS)
4. Acknowledge FY 2025-26 Out-Of-District Attendance Agreements (Helena Resident Students Attending Other School Districts)
5. Resolution to Dispose of Personal Property – Outdated, Unsuitable and Obsolete Instructional Materials & Equipment

B. Items for Action

1. Approval and Ratification of the HPS-Carpenters Collective Bargaining Agreement for 2026-2027
2. Smith Elementary School Photovoltaic System Project Award
3. Canvass of Election Results and Issue Certificates of Election
 - a. Canvass Election Results and Issue Certificates of Election (Elementary)
 - b. Canvass Election Results and Issue Certificates of Election (High School)

C. Oath of Office for Elected Trustees

VI. BOARD/SUPERINTENDENT COMMENTS

VII. ADJOURNMENT

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item I.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

Item Title: Call To Order/Pledge of Allegiance

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item II.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

Item Title: Review of Agenda

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item III.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

Item Title: General Public Comment

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item IV.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

**Item Title: Presentation
 Principal Nick Radley, Central Elementary School**

CORE LEADERSHIP TEAMS

SHARED DECISION-MAKING



SCHOOL LEADERSHIP TEAM

Designs Action Plan goals around teaching and learning. Regularly reviews data around engagement, learning and WIN.



MTSS-B

Provide framework designed to help students reach their full academic and social-emotional potential. Academic behavior includes the actions, attitudes, and habits that lead to success in school.



CARE TEAM

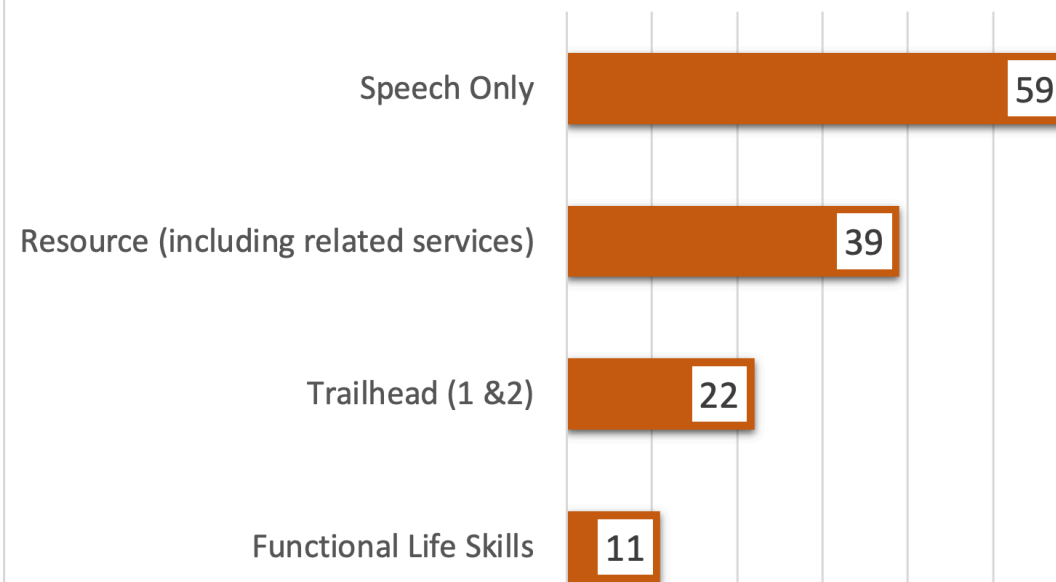
The Care Team is dedicated to enhancing school morale by organizing engaging activities and fostering a supportive environment for students and staff. They aim to create a vibrant and inclusive school community year-round through thoughtful planning and collaboration.

SCHOOL DEMOGRAPHICS

GRADE (FTE)	Enrollment
Kindergarten (2)	44
<i>Kindergarten Montessori (1)</i>	18
1st Grade (2)	43
2nd Grade (2)	43
3rd Grade (2)	53
<i>Lower Montessori (2)</i>	36
4th Grade (2)	55
5th Grade (2)	60
<i>Upper Montessori (1)</i>	25
Functional Life Skills (1)	11
Trailhead 1 (1)	11
Trailhead 2 (1)	11
Total Enrollment	410



Special Education: Students on an IEP



OUR MISSION

The primary purpose of Central School is to provide a high quality education. It is our goal to provide that education in a safe, respectful learning environment that supports the lifelong process of becoming a productive, caring citizen.

CENTRAL'S FAMILY ENGAGEMENT

Central School offers a strong Title I family engagement plan designed to involve and enrich the school community. The plan includes engaging activities like I Love to Read Month and Family Game Night, where families come together to support student learning. It also features hands-on science experiences in coordination with STARBASE, bringing STEM learning to life for students and families alike.

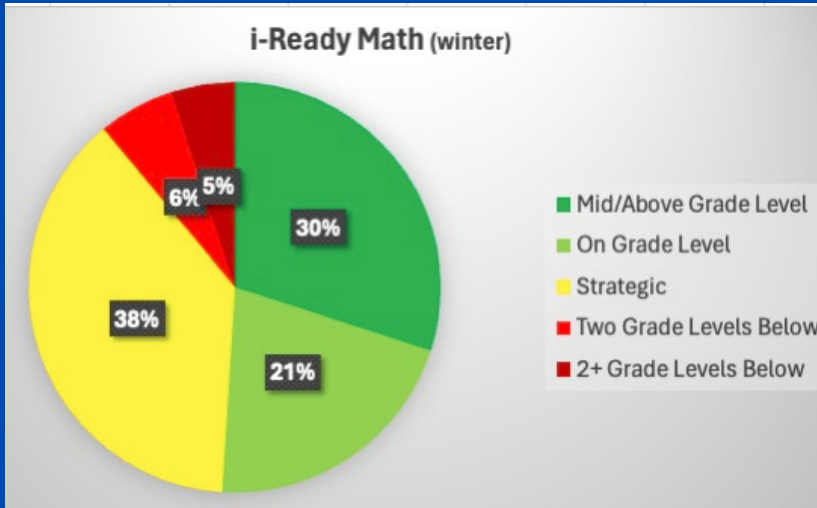
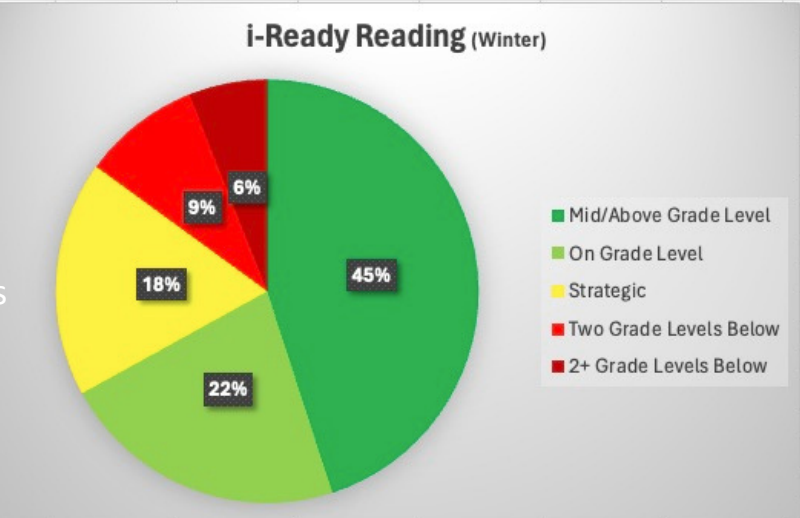
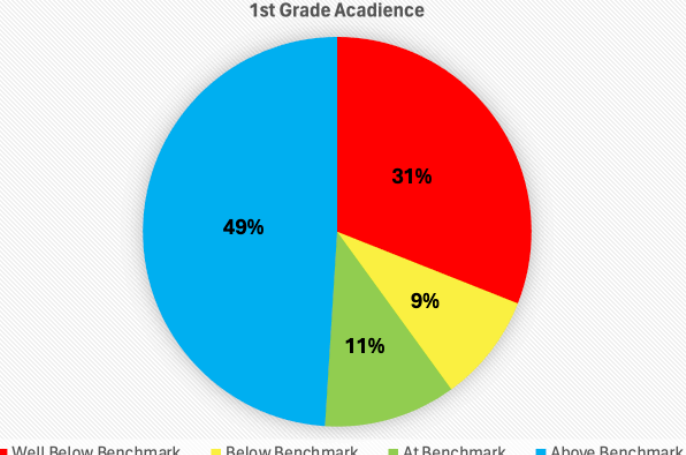
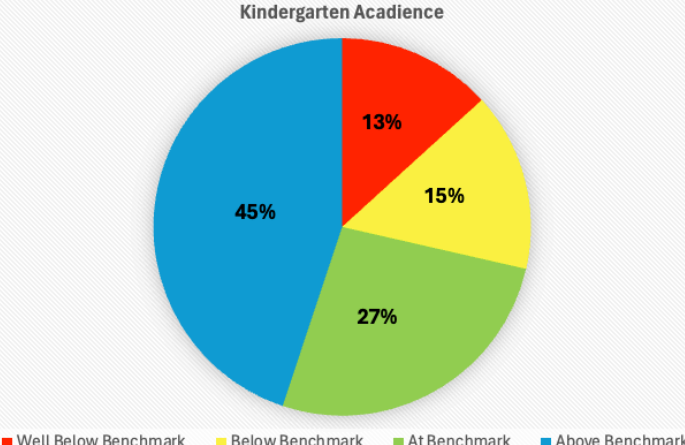
In addition, Central promotes cultural learning through Indian Education for All, providing opportunities for families to explore and engage with our shared history and heritage. These programs aim to strengthen family connections to the school, fostering an enriching, collaborative learning environment for students and their families.

FAMILY ENGAGEMENT OPPORTUNITIES

- Weekly Roar Bulletin
- Coffee with the Principal
- Central School Night with the Bengals
- Costume Swap & Shop
- A Starry Night
- Central School Wear ReStore
- Costume Swap & Shop
- Purple Star School
- I Love to Read Month
- Family Folk Dance
- Monthly Leader Lunches
- Summer Book Giveaway
- Central School Christmas Craft Market
- Ruby Bridges (Parent Council)
- Bike to School Day (Parent Council)
- -Sweetie Pie (Parent Council)
- -90's Bash (Parent Council)



ACADEMIC PERFORMANCE



ACTION PLAN GOALS

READING

By May 29, 2026, the number of students at or above Benchmark on the Spring i-Ready Reading Diagnostic test will increase from 67% to 78%.

- Move 29 students from Strategic or Intensive to Benchmark

MATH

By May 29, 2026, the number of students at or above Benchmark on the Spring i-Ready Math Diagnostic test will increase from 51% to 65%.

- Move 46 students from Strategic or Intensive to Benchmark

ADDITIONAL GOALS

Care Team: All classrooms choose 1 tootle to turn into the office to be read on announcements each week. (4 per month) Announcements will read 1 full tootle and the names of the others receiving a tootle.

IEFA: Indian Education for All is integrated into all grade-level subjects and courses.

- Traditional Games, Tribal Flags, Indigenous Morning Greetings

MTSS: Schoolwide Attendance Goals: 95% Average Daily Attendance

Climate and Culture: By June 2026, at least 80% of staff will demonstrate consistent implementation of Tier 1 MTSS practices, including key PAX kernals, the schoolwide behavior expectations, behavior response flowchart, and behavior data tracking systems.

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 5/26/2026

Item V.A.1. - A.5.

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

- Item Title: Consent Action Items**
- 1. 4/28/26 Board of Trustees Work Session Meeting Minutes**
 - 2. Personnel Actions**
 - 3. Approval of FY 2025-26 Out-Of-District Attendance Agreements (Non-Resident Students Attending HPS)**
 - 4. Acknowledge FY 2025-26 Out-Of-District Attendance Agreements (Helena Resident Students Attending Other School Districts)**
 - 5. Resolution to Dispose of Personal Property – Outdated, Unsuitable and Obsolete Instructional Materials & Equipment**

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Satre					
Murnane Butcher					
Cleatus					
Walsh					
Armstrong					
Meyer					



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, April 28, 2026

4:00 p.m.

Helena Middle School

MINUTES

ATTENDEES

Trustees

Jennifer McKee, Chair
Siobhan Hathorn, Trustee
Kay Satre, Trustee
Jenny Murnane Butcher, Trustee
Keith Meyer, Trustee
Linda Cleatus, Trustee

Others

Rex Weltz, Superintendent
Sam Holman, Business Director
Gary Myers, Director of Educational Technology
Cal Boyle, Helena Middle School Principal
Candice Delvaux, Executive Assistant
Keri Mizell, Human Resources Director
Taylor Lassiter, Communications Specialist
Jane Shawn, HEA President
Dr. Kaitlyn Hess, Data & Federal Programs
Director
Dr. Justine Alberts, Assistant Superintendent
PreK-5
Nick Radley, Central Elementary School
Principal
Kathleen Prody, C.R. Anderson Middle School
Principal
Erin Maxwell, Helena Middle School Assistant
Principal

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Board Chair Jennifer McKee called the meeting to order at 4:09 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

Principal Cal Boyle, Helena Middle School

Mr. Cal Boyle, Principal of Helena Middle School, provided a comprehensive overview of the school and reviewed the pamphlet included in the agenda.

Demographics

Grade (FTE)	Enrollment – 723
6 th (11)	242
7 th (11)	253
8 th (11.5)	228
Special Education (6)	Total: 146
20%	6 th – 45
	7 th – 53
	8 th – 48
	Speech IEP
504	Grade 6 – 19
Total: 6.5%	Grade 7 – 13
	Grade 8 – 15
IEFA	Grade 6 – 28
79	Grade 7 – 27
	Grade 8 – 24
Gifted & Talented	Grade 6 – 37
84	Grade 7 – 27
	Grade 8 – 20
ELL	Grade 6 – 7
18	Grade 7 – 4
	Grade 8 – 7
Free & Reduced	36.82%

McKinney - Vento	Grade 6 – 13
41	Grade 7 – 9
	Grade 8 – 19
Food Share	119
Paraeducators	8
Custodians	1 day/4 night
Food Service	4
Secretaries	3
Administration	2
Librarians	1.5
Counselors	2
School Psych	.5
Speech Path	1
Instructional Coach	1

Principal Boyle provided an overview of the clubs, activities, and student support services offered at Helena Middle School. He also presented fall i-Ready Reading and Mathematics data and outlined his action plan goals focused on literacy achievement, mathematics growth, family engagement, and social-emotional learning (SEL). Principal Boyle responded to questions from the Board of Trustees regarding the information presented.

V. NEW BUSINESS

A. Consent Action Items

1. 3/24/26 Board of Trustees Work Session Meeting Minutes
2. 3/26/26 Board of Trustees Work Session Meeting Minutes
3. 4/22/26 Board of Trustees Special Board Meeting Open Session Meeting Minutes
4. 4/22/26 Board of Trustees Special Board Meeting Closed Session Meeting Minutes
5. Personnel Actions
6. Approval of FY 2025-26 Out-Of-District Attendance Agreements (Non-Resident Students Attending HPS)
7. Acknowledge FY 2025-26 Out-Of-District Attendance Agreements (Helena Resident Students Attending Other School Districts)

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

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

Public Comment: None.

Vote: 6-0; motion carries unanimously.

VI. BOARD OR SUPERINTENDENT COMMENTS

The Board and Superintendent briefly discussed student meal debt, free and reduced lunch eligibility, and district procedures for waiving fees and handling unpaid balances. They reaffirmed the district's philosophy of ensuring all students are fed regardless of debt, while acknowledging the associated financial impact. The discussion also included free and reduced lunch application processes and outreach efforts to increase participation, as well as broader community perceptions regarding meal debt.

VII. ADJOURNMENT

Board Chair Jennifer McKee adjourned the meeting at 4:54 p.m.

Candice Delvaux, Recording Secretary

PERSONNEL ACTIONS

May 13, 2026 – May 26, 2026

CERTIFIED PERSONNEL

Appointments

<u>Location/Assignment</u>	<u>Name</u>	<u>Offered Salary</u>	<u>Accepted Salary</u>	<u>Start Date</u>
HHS/Social Studies	Gill, Carter	\$52,275.00/year	\$52,275.00/year	08/24/2026
Rossiter/Speech-Language Pathologist	Harwood, Natasha	\$66,232.36/year	\$66,232.36/year	08/24/2026
CRA/Mathematics	Patton, Meghan	\$53,401.32/year	\$53,401.32/year	08/24/2026
HMS/Middle School Principal	Radley, Nicholas	\$124,451.30/year	\$124,451.30/year	07/01/2026
TBD/Music	Roehm, Emily	\$52,275.00/year	\$52,275.00/year	08/24/2026

Terminations/Retirements

<u>Location/Assignment</u>	<u>Name</u>	<u>Reason</u>	<u>Effective</u>
CHS/Science	Call, Patrick	Contract-Fulfilled	06/10/2026
Smith/Special Education	Hansen, Hanne	Resignation	06/09/2026
SSC/Occupational Therapist	Zielinski, Karen	Resignation	05/11/2026

Leaves

<u>Location/Assignment</u>	<u>Name</u>	<u>Term</u>	<u>Type of Leave</u>
SSC/Physical Therapist	Hanson, Courtney	2026-2027 SY	LOAWOP
CHS/Health-Physical Education	Paulsonmorgan, Joseph	2026-2027 SY	LOAWOP

CLASSIFIED PERSONNEL

Terminations/Retirements

<u>Location/Assignment</u>	<u>Name</u>	<u>Reason</u>	<u>Effective</u>
HMS/Para Educator	Corcoran, Shiloh	Resignation	06/09/2026
Jefferson/Para Educator	Edgar, Brennaugh	Resignation	06/09/2026
Smith/Special Education	Hansen, Hanne	Resignation	06/09/2026
Broadwater/Para Educator	Ludwig, Martin	Resignation	06/09/2026
Facilities/Centralized Maintenance	McGraw, Kent	Resignation	05/14/2026
CHS/General Secretary	Robertson, Jodi	Resignation	06/17/2026
Bryant/Para Educator	Starman, Kayleigh	Resignation	06/09/2026
CRA/Para Educator	Useche, Andrew	Resignation	06/09/2026

FY 2025-26 Out-of-District Attendance Agreements
(Out-of-District Students Attending Helena School District)

May 26, 2026

Discretionary Attendance Approvals:

Grade	District of Residence	Address	School of Attendance
6	East Helena K-12	East Helena, MT 59635	CRA
12	East Helena K-12	Helena, MT 59602	Capital High School
6	East Helena K-12	Helena, MT 59601	HMS
8	East Helena K-12	Helena, MT 59601	HMS
6	Trinity Elementary	Helena, MT 59602	CRA
7	Trinity Elementary	Helena, MT 59602	CRA
7	Montana City School	Clancy, MT 59634	CRA

**Running Total of FY 2025-26 Out-of-District Attendance Agreements
(Out-of-District Students Attending Helena School District)**

Grade	Residence																								Total					
	East Helena	Helena	Clancy	Montana City	Jafferson City	Basin	Wolf Creek	Boulder	Elliston	Trinity	Wolf Point	Dillon	Billings	Chester-Joplin	Inghamess	Missoula	Great Falls	Butte	Townsend	Superior	Winston	Roman	Whitehall	Canyon Creek		Glendive	Lame Deer	Stevensville	Belgrade	Choteau
Ksprouts	6	1	1							8																				16
K	8	1	1							9																				19
1	6					1				17																				24
2	9	1								11																				21
3	6	1							1	12																				20
4	3			1					1	14																	1			20
5	7	1	1							11	1	1		1	2										1				1	26
6	7	1		3					1	15		1						1					1		1					31
7	3	2	1	2						5	1					1			1	1					1					18
8	5	1	3	1		1				7																		1		21
9	8		23	2	4									1																39
10	3		23	1	1			1				1				1														31
11	10	1	18	1				2											2											34
12	14		24	1	5			1																						45
	95	5	97	14	10	1	1	4	3	109	2	2	1	1	1	4	1	6	1	0	0	0	1	2	1	1	1	1	1	365

Last Updated: 5/21/2026 11:01

FY 2025-26 Out-of-District Attendance Agreements
(Helena Resident Students Attending Other School Districts)

May 26, 2026

Mandatory Attendance Acknowledgements:

Grade	Address	District of Attendance
9	Helena, MT 59601	MCPS

Running Total of Acknowledged 2025-26 Out-of-District Attendance Agreements
(Helena Resident Students Attending Other School Districts)

Grade	District of Attendance														Total
	East Helena K-12	Montana City Elementary	Clancy Elementary	Jefferson High School	Townsend K-12	Cascade High School	Trinity Elementary	Huntley Project K-12	Fairfield High School	Augusta High School	Anaconda High School	Great Falls High School	Missoula County Elementary	Missoula County Public Schools	
Pre-K	7	18	3												28
K	10	22	5			2									39
1	11	10	11												32
2	7	6	8			1									22
3	11	3	9												23
4	14	14	12												40
5	9	4	13			2									28
6	16	5	7+2												21
7	13	15	12												40
8	9	1	7												17
9	21			3	1	2				1	1	1			30
10	15			4						1		1			21
11	27			5		2		1	1	1					37
12	21			4		2									27
	191	98	80	16	1	6	5	0	1	1	3	1	2		405

Last Updated: 5/21/2026 10:59

HELENA SCHOOL DISTRICT NO., LEWIS AND CLARK COUNTY
RESOLUTION TO DISPOSE OF PERSONAL PROPERTY

WHEREAS, the trustees of any district have the power and the responsibility to hold in trust all real and personal property of the District for the benefit of the schools and children of the district, and;

WHEREAS, the trustees of any district have the authority to determine that certain personal property of the District is or is about to become abandoned, obsolete, undesirable, or unsuitable for the school purposes of the district pursuant to Mont. Code Ann. § 20-6-604, and;

WHEREAS, the District owns items of personal property consisting of Outdated instructional materials (see attached list); and

WHEREAS, the Board of Trustees of Helena School District No. 1 desires to sell or dispose of such Instructional materials because they are abandoned, obsolete, undesirable or unsuitable for school purposes;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Helena School District No. 1, Lewis and Clark County, Montana, shall dispose of the Instructional Materials (see attached list) by donation or dispose of in trash The items may be viewed at CR Anderson Middle School, located at 1200 Knight Street between the hours of 2 and 4 PM on June 1, 2026 or by appointment. Please call Kathleen Prody, Principal for more information.

This Resolution shall not become effective for 14 days. Upon expiration of the 14-day period, the Superintendent of the District shall effectuate the disposal of the above-described property.

Adopted this ____ day of _____ 2026.

By: _____

Chairperson, Board of Trustees

DISTRICT CLERK CERTIFICATION:

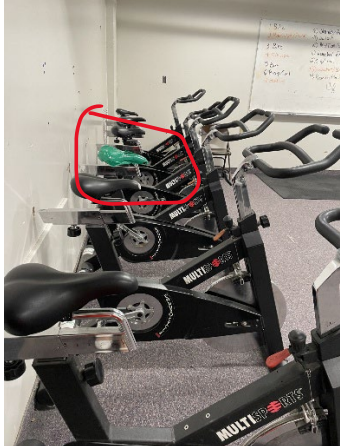

I attest the above-referenced signature of the Chairperson of the Board of Trustees, and further certify as follows _____ made the motion to approve this RESOLUTION TO DISPOSE OF PERSONAL PROPERTY and _____ seconded the motion; the following Trustees voted in favor of the motion:

_____ ; the following Trustees voted against _____ ; and the following Trustees were absent: _____ .

By: _____

Samanta Holman, District Clerk

Helena School District No. 1

<p>CR Anderson is disposing of the following items. Bikes are no longer safe to operate and furnishings are outdated and broken/scared. Bikes will be replaced with resistance bands, a safer and more user friendly option to meet fitness needs of students. Resistance bands were purchased with a grant and will be installed when bikes are removed.</p>	<p>Bikes are located in the fitness room in the basement. Other articles are in the storage space in the basement.</p>
	<p>Six (6) MultiSport Enduro-cycle 600 bikes Damaged Seats Tension adjustment not working properly</p>
	<p>Broken Pedals-no safety strap</p>



Safety Covers loose or missing



Safety Covers loose or missing



Medal Cabinet- No longer needed, Damaged and does not stay closed



Unused storage cabinets



Unused bench-stained-no place to use it at CRA



Unused Chair-fabric frayed
Reclining feature not working correctly



Broken/stained desk chair

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item V.B.1.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

Item Title: **Item for Action**

1. Approval and Ratification of the HPS-Carpenters Collective Bargaining Agreement for 2026-2027

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Satre					
Murnane Butcher					
Cleatus					
Walsh					
Armstrong					
Meyer					

Board of Trustees

Approval of HPS – Carpenters Collective Bargaining Agreement



V. NEW BUSINESS

B. Items for Action

1. Approval and Ratification of the HPS-Carpenters Collective Bargaining Agreement for 2026-2027

Background:

Pursuant to MCA 39-31-306, an agreement reached by the public employer and the exclusive representative must be reduced to writing and must be executed by both parties.

The Helena School District and the Western States Regional Council of Carpenters reached a tentative agreement on May 22, 2026. The District negotiation team recommends ratification.

The agreement was open for wages for July 1, 2026 through June 30, 2027. A summary of the conditions of the contract are noted below. Upon the Board's approval, a final copy will be made available electronically.

- A two and a half percent (2.5%) increase of \$.69 per hour to the base wage from \$27.53 per hour to \$28.22 per hour for the 2026-2027 fiscal year.
- A retention bonus of \$1,000 to be paid in installments of \$500 on the paychecks in July and December 2026.
- The estimated salary cost of this settlement is \$5,457 for the 2026-2027 fiscal year.

Considerations:

- HPS and the Carpenters have a collaborative relationship and productive negotiations history.
- This agreement continues to bring parity to the bargaining units within HSD that work together on facility projects.
- This agreement supports the directive of the Board to support our staff members and address issues relative to the district budget.

Superintendent recommendation:

Approve and ratify the collective bargaining agreement as agreed upon between HPS and Carpenters.

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item V.B.2.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

Item Title: Item for Action
2. Smith Elementary School Photovoltaic System Project Award

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Satre					
Murnane Butcher					
Cleatus					
Walsh					
Armstrong					
Meyer					

Todd J. Verrill

Director of Facilities
1201 Boulder Ave.
Helena, MT 59601
(406) 324-1734
tverrill@helenaschools.org

Helena School District Board of Trustees

1325 Poplar St.
Helena, MT 59601-0939
boardoftrustees@helenaschools.org

26 MAY 2026

Dear Helena School District Board of Trustees,

I respectfully request the board of trustees award the Smith Elementary School Photovoltaic System Project to Bozeman Green Build. The project will install a 57.75kW solar photovoltaic system on the gymnasium roof (see attached diagram). The facilities office received bids from two contractors, and Bozeman Green Build submitted the lowest proposal at \$83,686 (see attached A&E+SMA memo and bid tabulation worksheet). Bozeman Green Build is a reputable and qualified contractor that is well suited to completing this project according to engineering specifications. They will complete the installation prior to the start of the 26-27 academic year.

Sincerely,

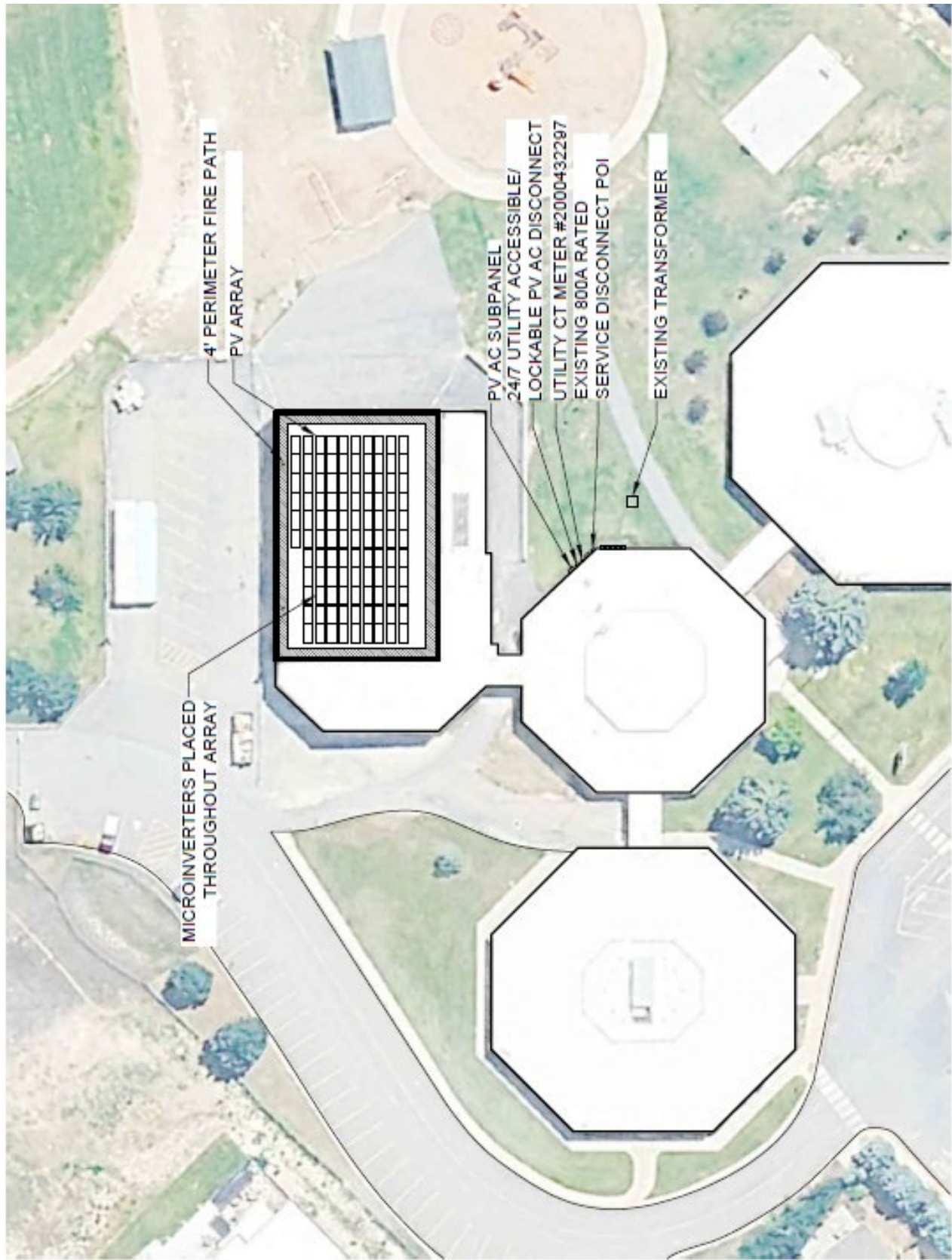


Todd J. Verrill

Attachments

1. Smith Elementary School Solar Photovoltaic System Diagram
2. Memorandum dated: 20 MAY 2026, Recommendation for Contract Award
3. Certified Bid Tabulation

Attachment 1: Smith Elementary School Solar Photovoltaic System Diagram





Different **by design.**
Driven to **create impact.**

A&E + SMA Design
920 Front St #101,
Helena, MT 59601

2-26-05-20

Mr. Todd Verrill, Director of Facilities
Helena Public Schools
District Facilities Office
1201 Boulder Avenue
Helena, MT 59601

tverrill@helenaschools.org

Re: Recommendation for Contract Award

Mr. Verrill,

I am writing to recommend that the Helena School District move forward with contracting Bozeman Green Build for the Smith Elementary School Photovoltaic Project. Following the public bid opening on May 19th, 2026, Bozeman Green Build was identified as the lowest bidder.

Bozeman Green Build has qualified their bid, ensuring it meets all project specifications and requirements, including warranties. Their proposal offers competitive pricing that aligns with the project budget.

Based on their bid and qualifications, I believe Bozeman Green Build is well-suited for this project and recommend awarding them the contract.

Thank you for considering this recommendation.

Sincerely,

A handwritten signature in blue ink that reads 'Patrice Anderson'.

Patrice Anderson
Architect
A&E + SMA Design

Attachment 3: Certified Bid Tabulation

Certified Bid Tabulation
Project No. 25-074

Smith Elementary School Photovoltaic System
Bid Date 05-19-2026
2:00 PM



OFFICIAL BID TABULATION							
Contractor	Date and Time Received	Bid Bond	Bid Security	Receipt of Addendum #1	Receipt of Addendum #2	Receipt of Addendum #3	Base Bid
Bozeman Green Build, Inc.	RECEIVED: 5/19/2026 1:50 PM	N	\$12,000	Y	Y	Y	\$83,686.00
Solar Montana	RECEIVED: 5/19/2026 1:50 PM	Y	N	Y	Y	Y	\$120,745.00

Board of Trustees Work Session

Canvass Election Results and Issue Certificates of Election



V. NEW BUSINESS

B. Items for Action

3. Canvass Election Results and Issue Certificates of Election

- a. Canvass Election Results and Issue Certificates of Election (Elementary)
 - b. Canvass Election Results and Issue Certificates of Election (High School)
-

Background:

The annual regular school election was held on Tuesday May 5, 2026. Pursuant to 20-20-415, MCA, at the first regular or special meeting after receiving the certified tally sheets and no later than 25 days after the election, trustees must canvass the election results. After the canvass of the total votes cast, trustees must issue a certificate of election. In the case of a trustee election, the certificate must be issued to the elected trustee and the county superintendent, designating the term of the trustee position. In the case of an election on a proposition, the trustees must issue a certificate specifying the outcome of the election.

Considerations:

- The County Election Office provided the attached canvass report on May 13, 2026.
 - Highlights:
 - Total registered voters in the elementary school were 40,496. Total ballots issued were 35,059. Total ballots tabulated were 16,100 with a total voter turnout of 39.76%.
 - Total registered voters in the high school were 42,784. Total ballots issued were 37,088. Total ballots tabulated were 17,042 with a total voter turnout of 39.83%.
- The election results were also provided by the county elections office on May 13, 2026.
 - Highlights:
 - The elementary general fund levy proposition failed by a margin of 57.27% (6,858 FOR, 9,192 AGAINST).
 - The elementary technology levy proposition failed by a margin of 60.23% (6,390 FOR, 9,677 AGAINST).
 - The high school technology levy proposition failed by a margin of 59.83% (6,832 FOR, 10,177 AGAINST).
- Katrina Chaney, County Superintendent of Schools will administer the oath of office elected trustees.

Superintendent recommendation:

Canvass the election results, issue the certificates of election, and administer the oath of office to elected trustees.

2026 School and Special Purpose District Election Canvass Report

	Reporting by Ballot Styles in Election									Reporting by Districts in Election					
	Total	EL01 HS01	HS01	HS01 CCF	K-1209	LIN HS	Hospital	Sewer	CCF	Total Helena Elementary School District	Total Helena High School District	Total East Helena School District	Total Canyon Creek Fire Service Area	Lincoln Hospital	Lincoln Sewer
Registered Voters	52,641	40,496	1,958	330	8,818	381	658	-	-	40,496	42,784	8,818	330	1,039	381
Less Inactive Voters	6,796	5,437	224	35	978	53	69	-	-	5,437	5,696	978	35	122	53
Active Registered Voters	45,845	35,059	1,734	295	7,840	328	589	-	-	35,059	37,088	7,840	295	917	328
Elect MT Counts															
Total Ballots Issued	45,845	35,059	1,734	295	7,840	328	589	-	-	35,059	37,088	7,840	295	917	328
Sent and not returned	22,442	17,085	870	116	3,947	155	269	-	-	17,085	18,071	3,947	116	424	155
Difference	23,403	17,974	864	179	3,893	173	320	-	-	17,974	19,017	3,893	179	493	173
Received															
Landowner ballots accepted (not a registered voter)	27	n/a	n/a	n/a	n/a	n/a	n/a	2	25	n/a	n/a	n/a	25	n/a	2
Processed/Rejected	528	321	41	5	135	8	18	-	-	321	367	135	5	26	8
Rejected - No Signature	14	11	-	-	1	1	1	-	-	11	11	1	-	2	1
Rejected - Signature Did Not Match	79	57	2	-	20	-	-	-	-	57	59	20	-	-	-
Rejected - Late for Election	359	198	37	5	97	7	15	-	-	198	240	97	5	22	7
Rejected - Other (missing/incorrect birth year)	76	55	2	-	17	-	2	-	-	55	57	17	-	2	-
Cancelled/Void	518	425	10	3	69	5	6	-	-	425	438	69	3	11	5
Undeliverable	1,384	1,126	36	6	196	8	12	-	-	1,126	1,168	196	6	20	8
Processed/Accepted	21,000	16,102	777	165	3,493	152	284	2	25	16,102	17,044	3,493	190	436	154
Election Staff and Election Judge Counts															
Total Affirmation Envelopes**	21,000	16,102	777	165	3,493	152	284	2	25	16,102	17,044	3,493	190	436	154
Total Secrecies Removed from Affirmation Envelopes**	21,000	16,102	777	165	3,493	152	284	2	25	16,102	17,044	3,493	190	436	154
Total Secrecy Envelopes Received for Opening**	21,000	16,102	777	165	3,493	152	284	2	25	16,102	17,044	3,493	190	436	154
Rejected Ballots**	3	2	-	-	-	-	1	-	-	2	2	-	-	1	-
Accepted Ballots**	20,997	16,100	777	165	3,493	152	283	2	25	16,100	17,042	3,493	190	435	154
Total Accepted for Counting by Tabulators	20,997	16,100	777	165	3,493	152	283	2	25	16,100	17,042	3,493	190	435	154
Ballots Counted on DS850															
Ballots Cast	20,997	16,100	777	165	3,493	152	283	2	25	16,100	17,042	3,493	190	435	154
Blank Ballots Cast	8	8	-	-	-	-	-	-	-	8	8	-	-	-	-
Difference*	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Voter Turnout	39.89%	39.76%	39.68%	50.00%	39.61%	39.90%	43.01%	n/a	n/a	39.76%	39.83%	39.61%	57.58%	41.87%	40.42%

2026 School and Special Purpose District Election Canvass Report

*Explanation of Difference:

**Explanation of Differences through process:

** The election judges who opened and removed ballots from the secrecy envelopes found a secrecy envelope was empty and no ballot was included. Tray number 8 for ballot style EL01 HS01 documented 398 secrecy envelopes, but only 397 ballots. For a total of one ballot being rejected because there the secrecy envelope was empty

** The election judges who opened and removed ballots from the secrecy envelopes found two ballots with identifying marks. Tray number 8 for ballot style EL01 HS01 documented 398 secrecy envelopes, but only 397 ballots, because one ballot contained identifying marks. Tray number 2 for ballot style HOSPITAL documented 121 secrecy envelopes, but only 120 ballots, because one ballot contained identifying marks. For a total of 2 ballots to be considered rejected because of

** A total of 3 ballots were rejected in this election due to 1 ballot not included in a secrecy envelope and 2 ballots with identifying marks.

County: LEWIS AND
CLARK

Ballot Statistics By Ballot Style

Date: 5/12/2026

User Name: CECE BRACKEN

Election: 25 05 - School and Special District School May 5 2026

LEGEND

Ballot Style	I	NR	P	RE	A	R	V	U
EL01 HS01	35059	17085	0	0	16102	321	425	1126
HOSPITAL	589	269	0	0	284	18	6	12
HS01	1734	870	0	0	777	41	10	36
HS01 CCF	295	116	0	0	165	5	3	6
K1209	7840	3947	0	0	3493	135	69	196
LIN HS	328	155	0	0	152	8	5	8
Total	45845	22442	0	0	20973	528	518	1384

27 Landowners

21,000 Total

Levy Election Results

Helena Elementary General Fund Levy		
For	6,858.00	42.73%
Against	9,192.00	57.27%
	<u>16,050.00</u>	100%

Helena Elementary Operating, Infrastructure, and Licensing Technology Fund Levy		
For	6,390.00	39.77%
Against	9,677.00	60.23%
	<u>16,067.00</u>	100%

Helena High School Operating, Infrastructure, and Licensing Technology Fund Levy		
For	6,832.00	40.17%
Against	10,177.00	59.83%
	<u>17,009.00</u>	100%

The full Special District Election Canvass can be found on the Lewis and Clark County Elections website at:
<https://www.lccountymt.gov/Government/Clerk-and-Recorder-Treasurer/Elections>

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item V.B.3.a

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

Item Title: Item for Action
3. Canvass of Election Results and Issue Certificates of Election
a. Canvass Election Results and Issue Certificates of Election (Elementary)

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Satre					
Murnane Butcher					
Cleatus					
Walsh					
Armstrong					
Meyer					

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item V.B.3.b

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

Item Title: Item for Action
3. Canvass of Election Results and Issue Certificates of Election
b. Canvass Election Results and Issue Certificates of Election (High School)

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Satre					
Murnane Butcher					
Cleatus					
Walsh					
Armstrong					
Meyer					

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item V.C.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

Item Title: Oath of Office for Elected Trustees

CERTIFICATE OF ELECTION OF TRUSTEE BY ACCLAMATION

THIS IS TO CERTIFY that the candidate Keith Meyer was duly elected by acclamation to fill the office of Trustee for the Helena School District No. 1 of Lewis and Clark County, State of Montana, for a term of 1 year(s), beginning on the 26th day of May, 2026 and ending at the trustee organizational meeting in May 2027, or until a successor has been elected or appointed and has been qualified.

ISSUED this 26th day of May, 2026:

Board Chair: Jennifer McKee

Board Chair Signature: _____

District Clerk: Samantha Holman

District Clerk Signature: _____

School District No. 1, Lewis & Clark County, State of Montana

File the following oath with the county superintendent within fifteen (15) days of your receipt of this Certificate of Election. Upon completion of taking and filing the oath of office, you will have the rights and obligations of a Trustee of the School Board pursuant to Montana law and in accordance with [20-3-324, MCA](#). You will hold this position until your successor has been qualified.

OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, protect and defend the Constitution of the United States, and the Constitution of the state of Montana, and that I will discharge the duties of my office with fidelity (so help me God).

Signature of Candidate: _____

Signed and sworn to before me this ____ day of _____, 20____, by _____
Printed Name of Candidate

Signature of County Superintendent

Katrina Chaney

Printed name of County Superintendent

Canvassed results must be published once in a newspaper that will give notice to the largest number of people of the district. [20-20-416](#), MCA

Received by county superintendent: _____

CERTIFICATE OF ELECTION OF TRUSTEE BY ACCLAMATION

THIS IS TO CERTIFY that the candidate Keller Higbee was duly elected by acclamation to fill the office of Trustee for the Helena School District No. 1 of Lewis and Clark County, State of Montana, for a term of 3 year(s), beginning on the 26th day of May, 2026 and ending at the trustee organizational meeting in May 2029, or until a successor has been elected or appointed and has been qualified.

ISSUED this 26th day of May, 2026:

Board Chair: Jennifer McKee

Board Chair Signature: _____

District Clerk: Samantha Holman

District Clerk Signature: _____

School District No. 1, Lewis & Clark County, State of Montana

File the following oath with the county superintendent within fifteen (15) days of your receipt of this Certificate of Election. Upon completion of taking and filing the oath of office, you will have the rights and obligations of a Trustee of the School Board pursuant to Montana law and in accordance with [20-3-324, MCA](#). You will hold this position until your successor has been qualified.

OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, protect and defend the Constitution of the United States, and the Constitution of the state of Montana, and that I will discharge the duties of my office with fidelity (so help me God).

Signature of Candidate: _____

Signed and sworn to before me this ____ day of _____, 20____, by _____
Printed Name of Candidate

Signature of County Superintendent

Katrina Chaney

Printed name of County Superintendent

Canvassed results must be published once in a newspaper that will give notice to the largest number of people of the district. [20-20-416](#), MCA

Received by county superintendent: _____

CERTIFICATE OF ELECTION OF TRUSTEE BY ACCLAMATION

THIS IS TO CERTIFY that the candidate Lisa Cordingley was duly elected by acclamation to fill the office of Trustee for the Helena School District No. 1 of Lewis and Clark County, State of Montana, for a term of 3 year(s), beginning on the 26th day of May, 2026 and ending at the trustee organizational meeting in May 2029, or until a successor has been elected or appointed and has been qualified.

ISSUED this 26th day of May, 2026:

Board Chair: Jennifer McKee

Board Chair Signature: _____

District Clerk: Samantha Holman

District Clerk Signature: _____

School District No. 1, Lewis & Clark County, State of Montana

File the following oath with the county superintendent within fifteen (15) days of your receipt of this Certificate of Election. Upon completion of taking and filing the oath of office, you will have the rights and obligations of a Trustee of the School Board pursuant to Montana law and in accordance with [20-3-324, MCA](#). You will hold this position until your successor has been qualified.

OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, protect and defend the Constitution of the United States, and the Constitution of the state of Montana, and that I will discharge the duties of my office with fidelity (so help me God).

Signature of Candidate: _____

Signed and sworn to before me this ____ day of _____, 20____, by _____
Printed Name of Candidate

Signature of County Superintendent

Katrina Chaney

Printed name of County Superintendent

Canvassed results must be published once in a newspaper that will give notice to the largest number of people of the district. [20-20-416](#), MCA

Received by county superintendent: _____

CERTIFICATE OF ELECTION OF TRUSTEE BY ACCLAMATION

THIS IS TO CERTIFY that the candidate Jennifer Walsh was duly elected by acclamation to fill the office of Trustee for the Helena High School District No. 1 of Lewis and Clark County, State of Montana, for a term of 3 year(s), beginning on the 26th day of May, 2026 and ending at the trustee organizational meeting in May 2029, or until a successor has been elected or appointed and has been qualified.

ISSUED this 26th day of May, 2026:

Board Chair: Jennifer McKee

Board Chair Signature: _____

District Clerk: Samantha Holman

District Clerk Signature: _____

School District No. 1, Lewis & Clark County, State of Montana

File the following oath with the county superintendent within fifteen (15) days of your receipt of this Certificate of Election. Upon completion of taking and filing the oath of office, you will have the rights and obligations of a Trustee of the School Board pursuant to Montana law and in accordance with [20-3-324, MCA](#). You will hold this position until your successor has been qualified.

OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, protect and defend the Constitution of the United States, and the Constitution of the state of Montana, and that I will discharge the duties of my office with fidelity (so help me God).

Signature of Candidate: _____

Signed and sworn to before me this ____ day of _____, 20____, by _____
Printed Name of Candidate

Signature of County Superintendent

Katrina Chaney
Printed name of County Superintendent

Canvassed results must be published once in a newspaper that will give notice to the largest number of people of the district. [20-20-416](#), MCA

Received by county superintendent: _____

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item VI.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

Item Title: Board/Superintendent Comments

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item VII.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Presentation

Consent Action Items

Items for Action

Oath of Office for Elected Trustees

Board/Superintendent Comments

Adjournment

Item Title: Adjournment