



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 2

Tuesday, May 26, 2026

Central Elementary School

402 N Warren St., Helena, MT, 59601

& Via TEAMS

Time: To Immediately Follow Part 1

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. **NEW BUSINESS**

A. **Items for Action**

1. Organization of the Board of Trustees, Election of Officers, & Appointment of Clerk
 - a. Appointment of Board Chair
 - b. Appointment of Board Vice Chair
 - c. Appointment of District Clerk

B. Item for Information

1. Plan Year 2026–2027 Premium Rates

V. BOARD/SUPERINTENDENT COMMENTS

VI. 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

Items for Action

Item for Information

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

Items for Action

Item for Information

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

Items for Action

Item for Information

Board/Superintendent Comments

Adjournment

Item Title: General Public Comment

Board of Trustees Work Session

Organization of the Board of Trustees, Election of Officers and Appointment of Clerk



IV. NEW BUSINESS

A. Items for Action

1. Organization of the Board of Trustees, Election of Officers, and Appointment of Clerk
 - a. Appointment of Board Chair
 - b. Appointment of Board Vice Chair
 - c. Appointment of District Clerk
-

Background:

Pursuant to 20-3-321, MCA, trustees must annually organize as a governing board of the district, no later than 25 days after the regular school election day and after the issuance of the election certificates to the newly elected trustees. At this organizational meeting, trustees elect presiding officers and appoint the clerk of the district.

Considerations:

- The Helena Public School's Board of Trustees recognizes two leadership positions, chairperson, and vice-chairperson.
- The chairperson is the presiding officer at all meetings and shall serve until the next organization meeting.
- If the chairperson is unable to attend or otherwise absent from a meeting, the vice-chairperson is the presiding officer for that meeting.
- The presiding officer of a board of trustees of an elementary district may be any trustee of the board, including an additional high school trustee. If an additional high school trustee is chosen to serve as the presiding officer of the board of trustees of an elementary district, the additional high school trustee may not vote on issues pertaining only to the elementary district.
- Pursuant to 20-3-325, MCA, trustees are required to employ and appoint a clerk of the district.

Superintendent recommendation:

Organize the board of trustees, elect a Chairperson and vice-chairperson, and appoint a clerk of the district.

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item IV.A.1.a.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Items for Action

Item for Information

Board/Superintendent Comments

Adjournment

Item Title: Item for Action
1. Organization of the Board of Trustees, Election of Officers, & Appointment of Clerk
a. Appointment of Board Chair

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

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item IV.A.1.b.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Items for Action

Item for Information

Board/Superintendent Comments

Adjournment

Item Title: Item for Action
1. Organization of the Board of Trustees, Election of Officers, & Appointment of Clerk
b. Appointment of Board Vice Chair

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

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item IV.A.1.c.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Items for Action

Item for Information

Board/Superintendent Comments

Adjournment

Item Title: Item for Action
1. Organization of the Board of Trustees, Election of Officers, & Appointment of Clerk
c. Appointment of District Clerk

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

CERTIFICATE OF APPOINTMENT OF CLERK

THIS IS TO CERTIFY, that at a regular or special meeting of the Board of Trustees of School District No. 1 of Lewis and Clark County, State of Montana, which was held on the 26th day of May 2026, Samantha Holman, was duly appointed to fill the office of District Clerk to serve at the pleasure of the Board for a 1 year term.

Trustees for District No. 1

Trustee: Lisa Cordingley
Trustee: Siobhan Hathhorn
Trustee: Janet Armstrong
Trustee: Jenny Butcher
Trustee: Keller Higbee
Trustee: Keith Meyer
Trustee: Kay Satre
Trustee: Jennifer Walsh

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).

Subscribed and sworn to before me this 26th day of May, 20 26

Print Name of Clerk: Samantha Holman

Signature of Clerk: _____

Print Name of County

Superintendent (or Designee): Katrina Chaney

Signature of County

Superintendent (or Designee): _____

Note: This form is to be presented to the Clerk after the trustees' organizational meeting.

20-1-202 and 20-3-325, MCA

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item IV.B.1.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Items for Action

Item for Information

Board/Superintendent Comments

Adjournment

Item Title: Item for Information
1. Plan Year 2026-2027 Premium Rates



HSD Insurance Office
1325 Poplar St
Helena, MT 59601

May 21, 2026

Items for Information:

1. Insurance Premiums for PY 26-27:
 - ✓ Between 14.6% - 18%
 - ✓ Includes joining the Trust
 - ✓ No changes to plan design

Sincerely,

A handwritten signature in blue ink, appearing to read "Richard Franco".

Richard Franco

Human Resource Benefits Manager
Helena School District #1
rfranco@helenaschools.org
Ph: 406-324-2008

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item V.

Meeting Date: 5/26/2026

Call To Order/Pledge of Allegiance

Review of Agenda

General Public Comment

Items for Action

Item for Information

Board/Superintendent Comments

Adjournment

Item Title: Board/Superintendent Comments

**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

Items for Action

Item for Information

Board/Superintendent Comments

Adjournment

Item Title: Adjournment