

Hellgate Elementary Board of Trustees
Regular Meeting June 13th, 2022
7:00 p.m.

OPENING

The Board of Trustees of Hellgate Elementary School District #4 met in regular session on Monday, June 13, 2022 at 7:00 p.m. The meeting was held in-person and also broadcast by virtual video conferencing. The meeting was called to order by Board Chairman, Tom McLaughlin. Trustees participating were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, and Rich Thornock. Diane Beck participated by Zoom. Trustee Tom Cook was absent. Superintendent Doug Reisig and District Clerk Shara Blair were present for the meeting. District staff participating were Molly Blakely, Assistant Superintendent; Brent Heist, Director of Student Services; Chris Clevenger, Principal-Hellgate Intermediate; and Julie McCarthy-McLaverly, Principal-Hellgate Primary. In-person guests participating were Sara Bermingham, HEEA and Kristen Guidoni, Hellgate Elementary Band teacher. There were up to 14 total guests/participants in the meeting by Zoom and in-person.

PUBLIC COMMENT

There was no public comment.

HEEA

Sara Bermingham represented HEEA. She welcomed the new trustees and returning board members. She mentioned the HEEA reorganized and Katy Reddy and Sara Bermingham would be serving as co-presidents.

RECOGNITION OF STUDENTS AND STAFF

Hellgate Elementary Band Teacher, Kristin Guidoni, informed the Trustees that the Edwards family made a donation to the band department in recognition of their son who passed away during Spring Break from an ATV accident. Ms. Guidoni shared the letter and photo presented to the band department from the Edwards family with their sentiments of the impact the band department had in their son's life as new student at Hellgate Elementary this year. Ms. Guidoni shared that purchases with the donation would include 2 new trumpets.

BOARD CORRESPONDENCE

Trustees reviewed the monthly newsletters from OPI, MSPLIP, and other correspondence. Superintendent Reisig explained the correspondence included the District's 2021-2022 accreditation reports/certificates from OPI.

REVIEW OF THE MINUTES

A motion was made by Rod Sharkey to approve the minutes from the May 9, 2022 regular meeting. The motion was seconded by Kate Walker. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

A motion was made by Rod Sharkey to approve the minutes from the May 23, 2022 special meeting. The motion was seconded by Kate Walker. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

REVIEW OF THE WARRANTS

There was discussion on the warrants. A motion was made by Rod Sharkey to approve the May 2022 claims. The motion was seconded by Lori Christensen. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

REVIEW OF BUDGET REPORTS

Trustees reviewed the budget reports for May 2022.

REVIEW OF STUDENT ACTIVITIES

A motion was made by Lori Christensen to approve the Student Activities Report. The motion was seconded by Rich Thornock. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

APPROVE SUBSTITUTE LIST

A motion was made by Lori Christensen to approve the substitute list. The motion was seconded by Kate Walker. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

ESSER FUNDS EXPENDITURE

A motion was made by Rod Sharkey to approve the superintendent's recommendation to allocate \$385,000.00 of ESSER funding to support the cost of installing air conditioning capability in Building #3, Hellgate Elementary Intermediate Building. The motion was seconded by Kate Walker. There was discussion on air conditioning project. Superintendent Reisig explained because of early planning, including equipment back-orders, some delays would be avoided and the project is projected to remain on-schedule. Superintendent Reisig also noted \$140,000 of the project budget included use of the Safety Transfer made at the end of the 2020-2021 school year. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. The motion carried unanimously.

MIGRANT PROGRAM PERSONNEL

A motion was made by Rich Thornock to approve the Superintendent's recommendation to offer employment contracts to individuals who will be working with the Summer 2022 Migrant Education Program (copy of 2022 Migrant staff list included with official minutes). The motion was seconded by Rod Sharkey. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

SIGNATURE AUTHORIZATION

A motion was made by Rich Thornock to designate Ms. Justine Reese, Hellgate Elementary District Clerk/Business Manager; Ms. Kelsey Salmela, Hellgate Elementary Payroll Clerk; and Mr. Tom McLaughlin, Hellgate Elementary School Board Chair, as the authorized signers for bank transactions and for warrants issued on First Interstate Bank, Missoula County in the name of Hellgate Elementary, School District #4. The motion was seconded by Rod Sharkey. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

APPROVE AUDIT-20-21

A motion was made by Lori Christensen to approve the audit for the 2020/2021 school year that was conducted by Mr. Donald Davies CPA, PC. The motion was seconded by Rich Thornock. Superintendent Reisig gave a summary of the annual audit process. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

AUDIT PROPOSAL

A motion was made by Rich Thornock to authorize Hellgate Elementary to enter into a two-year agreement with Mr. Donald Davies CPA, PC to conduct the annual audit of Hellgate Elementary financial operations from the audit period of July 1, 2021 through June 30, 2022 and July 1, 2022 through June 30, 2023. The cost for the audit will be a minimum of \$17,500.00 for the 2021/2022 school year audit and \$18,000.00 for the 2022/2023 school year audit. The motion was seconded by Kate Walker. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

MQEC MEMBERSHIP

A motion was made by Rich Thornock to authorize Hellgate Elementary to join the Montana Quality Education Coalition for the 2022/2023 school year. The annual membership dues for Hellgate Elementary to join the MQEC will be \$2,500.00, the same amount as last year's annual membership dues. The motion was seconded by Diane Beck. There was discussion on the item. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

ADULT EDUCATION AGREEMENT

A motion was made by Lori Christensen to approve an agreement document with Missoula County Public Schools (MCPS) to work in partnership to provide adult education opportunities to the Hellgate Elementary school district community. The motion was seconded by Kate Walker. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

CERTIFIED STAFF RESIGNATION

A motion was made by Rod Sharkey to accept the resignation of Mr. Max Jacobson, Hellgate Elementary Middle School Social Studies/Science Teacher, effective June 30, 2022. The motion was seconded by Lori Christensen. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

CLASSIFIED STAFF RESIGNATION

A motion was made by Kate Walker to accept the resignation of Ms. Kathy Flamand, as a Hellgate Elementary Paraprofessional, effective June 9, 2022. The motion was seconded by Lori Christensen. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

A motion was made by Rod Sharkey to accept the resignation of Ms. Katherine O'Brien, as a Hellgate Elementary Special Education Paraprofessional, effective June 9, 2022. The motion was seconded by Lori Christensen. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

CERTIFIED STAFF HIRING

A motion was made by Rod Sharkey to approve the superintendent's recommendation to offer an extra duty assignment contract, Summer School Instructor, to Mr. Sean Kaleva, a Hellgate Elementary Sixth (6th) Grade teacher, for the five-week, 2022 Summer School Program. The motion was seconded by Kate Walker. There was discussion on the 2022 Summer School Program details. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

EXTRA DUTY STAFF HIRING

A motion was made by Lori Christensen to approve the superintendent's recommendation to offer an extra duty assignment contract, the Olweus Anti-Bullying Program Director position, to Ms. Kari Tirrell, a Hellgate Elementary Kindergarten teacher, for the 2022/2023 school year. The motion was seconded by Kate Walker. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

CLASSIFIED STAFF HIRING

A motion was made by Lori Christensen to approve the superintendent's recommendation to offer a maintenance position within the Hellgate Elementary Custodial/Maintenance Department to Mr. Randy Ruff for the 2022/2023 school year, effective July 1, 2022. The motion was seconded by Rod Sharkey. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

A motion was made by Kate Walker to approve the superintendent's recommendation to offer a Hellgate Elementary Special Education Paraprofessional position to Ms. Jade Brooks for the 2022/2023 school year, effective August 29, 2022. The motion was seconded by Rod Sharkey. Voting in favor of the motion were: Tom McLaughlin, Kate Walker, Lori Christensen, Rod Sharkey, Rich Thornock, and Diane Beck. Voting against the motion were none. The motion carried unanimously.

DISCUSSION ITEMS

There were no additional discussion items.

COMMITTEE REPORTS

Board Chair, Tom McLaughlin reported the Missoula County Transportation Committee would be meeting in July to approve preliminary bus routes for the 2021-2022 school year.

PRINCIPALS' REPORTS

Trustees reviewed the monthly report of building principals and heard updates and student and staff recognitions from Principal McCarthy-McLaverty, Building 2; and Principal Clevenger, Building 3. Assistant Superintendent Blakely noted that staff and students provided a sendoff parade around campus for Superintendent Reisig in recognition of his retirement from many years of service at Hellgate Elementary.

NEXT MEETING DATE:

The next regular meeting of the board will be July 11, 2022 at 7:00 p.m.

PUBLIC COMMENT:

There were no additional comments from the public. Superintendent Reisig made a statement to the Trustees expressing his appreciation for their time and work during his 22 years at Hellgate Elementary. Superintendent Reisig concluded his sentiments with a request that Trustees, Administration and staff "keep moving forward".

ADJOURN

The meeting adjourned at 7:45 p.m.