

Hellgate Elementary Board of Trustees  
Regular Meeting November 13, 2023  
6:00 p.m.

### **OPENING**

The Board of Trustees of Hellgate Elementary School District #4 met in regular session on Monday, November 13<sup>th</sup>, 2023. The meeting was held in-person. The meeting was called to order by Board Chairman, Tom McLaughlin. Trustees participating were: Tom McLaughlin, Tom Cook, Kallie Gatzemeier, Rich Thornock, Jacquelyn Ryan, Rod Sharkey and Lori Christensen. Superintendent Molly Blakely and District Clerk Justine Reese were present for the meeting. District staff participating were Erin Ellis (Curriculum Coordinator), Tiffany Hobbs (Building 3 Principal), Julia McCarthy-McClaverty (Building 2 Principal) and Brendan Brown (Special Ed. Director). There were no community members in attendance. There were up to 13 total guests/participants in the meeting, in-person.

### **PUBLIC COMMENT**

There was no public comment at this meeting.

### **HEEA**

Kristen Guidoni was present for the meeting to represent the HEEA. She provided a brief update of events that were happening district wide.

### **RECOGNITION OF STUDENTS AND STAFF**

There was no recognition at this meeting.

### **BOARD CORRESPONDENCE**

Trustees reviewed the monthly newsletter from OPI.

### **REVIEW OF THE MINUTES-Regular Meeting 10-09-23**

A motion was made by Rod Sharkey to approve the minutes with corrections from the October 9<sup>th</sup>, 2023 regular meeting. The motion was seconded by Rich Thornock. Voting in favor of the motion were: Tom McLaughlin, Tom Cook, Rich Thornock, Kallie Gatzemeier, Jacquelyn Ryan, Rod Sharkey and Lori Christensen. Voting against the motion were none. The motion carried unanimously.

### **REVIEW OF THE WARRANTS**

There was brief discussion about the warrants and a few clarifying questions. A motion was made by Rod Sharkey to approve the October 2023 claims. The motion was seconded by Lori Christensen. Voting in favor of the motion were: Tom McLaughlin, Tom Cook, Rich Thornock, Kallie Gatzemeier, Jacquelyn Ryan, Rod Sharkey and Lori Christensen. Voting against the motion were none. The motion carried unanimously.

### **REVIEW OF BUDGET REPORTS**

Trustees reviewed the budget reports for October 2023.

### **REVIEW OF STUDENT ACTIVITIES**

A motion was made by Lori Christensen to approve the October 2023 Student Activities Report. There was no discussion on the item. The motion was seconded by Jacquelyn Ryan. Voting in favor of the motion were: Tom McLaughlin, Tom Cook, Rich Thornock, Kallie Gatzemeier, Jacquelyn Ryan, Rod Sharkey and Lori Christensen. Voting against the motion were none. The motion carried unanimously.

**APPROVE HIRING CLASSIFIED STAFF**

A motion was made by Rod Sharkey to approve the hiring of Laura Helgeson, paraprofessional, for the 2023-2024 school year. There was no discussion between the Trustees on the item. The motion was seconded by Kallie Gatzemeier. Voting in favor of the motion were: Tom McLaughlin, Tom Cook, Rich Thornock, Kallie Gatzemeier, Jacquelyn Ryan, Rod Sharkey and Lori Christensen. Voting against the motion were none. The motion carried unanimously.

**APPROVE CLASSIFIED STAFF RESIGNATION**

A motion was made by Tom Cook to accept the resignation of Ms. Stephanie Potter, paraprofessional, effective October 20, 2023. There was no discussion on the topic. The motion was seconded by Lori Christensen. Voting in favor of the motion were: Tom McLaughlin, Tom Cook, Rich Thornock, Kallie Gatzemeier and Jacquelyn Ryan. Voting against the motion were none. The motion carried unanimously.

**CONSIDER FALL COACHING RECOMMENDATIONS**

A motion was made by Rod Sharkey to accept the recommendation to hire the following coaches for boys basketball:

- A Coaches: 8<sup>th</sup> grade-Taylor Nordby, 7<sup>th</sup> grade-Shane Byers
- B Coaches: Tyler Lind, Jon Ruud, Dale Asanovich and Chris Bosshardt

There was brief discussion on how many coaches the district has historically hired for basketball. The motion was seconded by Jacquelyn Ryan. Voting in favor of the motion were: Tom McLaughlin, Tom Cook, Rich Thornock, Kallie Gatzemeier, Jacquelyn Ryan, Rod Sharkey and Lori Christensen. Voting against the motion were none. The motion carried unanimously.

**TRUSTEES FISCAL SUMMARY REPORT ADJUSTMENT CONSIDERATION:**

A motion was made by Rich Thornock to accept the Trustees Fiscal Summary Report for the 2022/2023 school year with adjustments.

[Background: When reviewing encumbrances for FY23 the auditor discovered a discrepancy of \$281.95 between yearend reports and the TFS 22-23 submission in Fund 115, Reserve for Encumbrances category. It was recommended the TFS adjustment be made as it impacts the beginning encumbrance balance for FY24. The adjustment has no impact on the Total Fund Balance. See board packet for full detail.]

There was no discussion on the item. The motion was seconded by Lori Christensen. Voting in favor of the motion were: Tom McLaughlin, Tom Cook, Rich Thornock, Kallie Gatzemeier, Jacquelyn Ryan, Rod Sharkey and Lori Christensen. The motion carried unanimously.

**TRUSTEES FISCAL SUMMARY REPORT FOR THE 2022/2023 SCHOOL YEAR WITH ADJUSTMENTS:**

A motion was made by Rich Thornock to accept the Trustees Fiscal Summary Report for the 2022/2023 school year with adjustments to Indian Education For All expenditure coding.

[Background: Historically, Hellgate Elementary has not tracked Indian Education for All (IEFA) expenditures utilizing the OPI required program code 365. In order to maintain the IEFA potential revenue for budget year 2025, OPI has recommended a correction for the FY23 TFS, showing the actual IEFA expenditures utilizing the OPI required program code 365. In the documents attached you will see expenditure changes of \$36,340.08, which equals the District's total IEFA revenue for FY23. See board packet for full detail.]

The motion was seconded by Jacquelyn Ryan. Voting in favor of the motion were: Tom McLaughlin, Tom Cook, Rich Thornock, Kallie Gatzemeier, Jacquelyn Ryan, Rod Sharkey and Lori Christensen. The motion carried unanimously.

**ADOPTED/UPDATED HEALTH CURRICULUM CONSIDERATION:**

A motion was made by Rod Sharkey to approve the K-8 health and physical education curriculum and the purchase of these curricular resources using general funds. (see board packet for full detail). There was no discussion on the item. The motion was seconded by Lori Christensen. Voting in favor of the motion were: Tom McLaughlin, Tom Cook, Rich Thornock, Kallie Gatzemeier, Jacquelyn Ryan, Rod Sharkey and Lori Christensen. The motion carried unanimously.

**COMPREHENSIVE NEEDS ASSESSMENT SURVEY CONSIDERATION:**

A motion was made by Rich Thornock to approve the Comprehensive Needs Assessment Survey to be sent to all stakeholders (teachers, administrators, support staff, students grades 5-8, parents and board members) in order to begin the process of accreditation from the OPI. Data from the survey will determine district wide goals for our Integrated Strategic Action Plan due March 29, 2024. There was no discussion on the item. The motion was seconded by Kallie Gatzemeier. Voting in favor of the motion were Tom McLaughlin, Tom Cook, Rich Thornock, Kallie Gatzemeier, Jacquelyn Ryan, Rod Sharkey and Lori Christensen. The motion carried unanimously.

#### **APPROVE THE SCHOOL SUBSTITUTE LIST**

A motion was made by Lori Christensen to approve the following to be substitutes for the 2023-2024 school year (total of 37, an increase of 11) (full list available in board packet). There was no discussion on the item. The motion was seconded by Tom Cook. Voting in favor of the motion were: Tom McLaughlin, Tom Cook, Rich Thornock, Kallie Gatzemeier, Jacquelyn Ryan, Rod Sharkey and Lori Christensen. The motion carried unanimously.

#### **DISCUSSION ITEMS**

*Recycling Grant Project:* Superintendent Blakely gave the Trustees an update on how the recycling and compost project was going. Ms. Hoffman reported 72 pounds of paper had been recycled in October.

*Sports Diplomacy Exchange Program:* Kayla Couture, Intermediate Building P.E. Teacher, accepted a sponsored exchange program where she would be visiting the Dominican Republic and in turn, a teacher from the Dominican Republic would be visiting Hellgate Elementary during the current school year.

*Griz Kids, November 4th:* The Griz football game that students attended was successful with a good attendance.

*Veteran's Day Assembly:* The Veteran's Day Assembly was successful with 42 veterans in attendance.

*The Odyssey:* The Montana Repertory Theatre performed the Odyssey for Hellgate students on November 14<sup>th</sup>, 2023.

*Literacy Night:* Superintendent Blakely informed the Trustees of the upcoming Literacy Night that would focus on students participating in the District's Title program.

*One Book One Community:* There was brief discussion on when the community and District would start reading the selected book for the project, One Book One Community. The project will begin early spring of 2024.

#### **COMMITTEE REPORTS**

There were no committee reports at this meeting.

#### **PRINCIPALS' REPORTS**

Building 1: Chris Clevenger was absent.

Building 2: Julie McCarthy-McLavery provided an update to the Trustees. She notified the Trustees of the upcoming Lady Griz basketball game, December 6<sup>th</sup>, for grades K through 5. She provided an update of how the parent teacher conferences went, and noted the teachers appreciated the half day after the conferences.

Building 3: Tiffany Hobbs provided an update to the Trustees. She provided the Trustees with an update of how the Griz Kid football game went. She noted that parent teacher conferences had an 85-90% attendance rate. She also noted that PAX recognition was beginning and MAST testing was completed.

Building 4: Jamie Courville was absent.

Special Education: Brendan Brown provided a brief update of the Special Education Department. He expressed his appreciation for the SPED staff and noted that student SPED counts are increasing regardless of the district wide enrollment decrease.

**NEXT MEETING DATE:**

The next regular meeting of the Board will be December 11<sup>th</sup>, 2023 at 6:00 p.m.

**PUBLIC COMMENT:**

Trustee Lori Christensen inquired about the traffic issues surrounding Hellgate Elementary. Superintendent Blakely gave an update on the new building.

**ADJOURN**

The meeting adjourned at 6:31 p.m.

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Tom McLaughlin, Board Chair

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Justine Reese, Business Manager/Clerk