

Hellgate Elementary Board of Trustees  
Regular Meeting July 8, 2024  
6:00 p.m.

### **OPENING**

The Board of Trustees of Hellgate Elementary School District #4 met in regular session on Monday, July 8<sup>th</sup>, 2024. The meeting was held in-person. The meeting was called to order by Board Chairman, Tom McLaughlin. Trustees participating were: Tom McLaughlin, Rich Thornock, Kallie Gatzemeier, Lori Christensen, Tom Cook, Jacquelyn Ryan and Rod Sharkey. Superintendent Molly Blakely and District Clerk Justine Reese were present for the meeting. District staff participating was Erin Ellis (Curriculum Coordinator), Brendan Brown (Special Education Director), Kristen Guidoni (Teacher) and Tiffany Hobbs (Principal). Community member Kurt Ingold (Rotary Club Representative) was present. There were up to 13 total guests/participants in the meeting, in-person.

### **PUBLIC COMMENT**

Kurt Ingold presented the Trustees with a donation from the project In-Tune (\$3,318.00). The project is an annual fundraiser and auction to raise funds to assist local school music programs.

### **HEEA**

Kristen Guidoni was present-no report on behalf of the HEEA.

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

Kristen Guidoni provided a brief overview of the eighth grade Washington DC trip.

### **BOARD CORRESPONDENCE**

Trustees reviewed the monthly newsletter from OPI.

### **REVIEW OF THE MINUTES-REGULAR MEETING 6-10-2024**

A motion was made by Rich Thornock to approve the minutes from the June 10<sup>th</sup>, 2024 regular meeting. There was no discussion on the topic. The motion was seconded by Lori Christensen. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

### **REVIEW OF THE WARRANTS-JUNE 2024**

A motion was made by Rod Sharkey to approve the June 2024 claims. The motion was seconded by Kallie Gatzemeier. There was no discussion on the topic. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

### **REVIEW OF BUDGET REPORTS**

Trustees reviewed the budget reports for June 2024.

### **REVIEW OF STUDENT ACTIVITIES**

A motion was made by Lori Christensen to approve the June 2024 Student Activities Report. There was no discussion on the item. The motion was seconded by Tom Cook. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

### **CERTIFIED STAFF HIRING CONSIDERATION:**

A motion was made by Rod Sharkey to approve the hiring of Ms. Eliza Gruba, 4th Grade Teacher for the 2024-2025 school year. There no discussion on the item. The motion was seconded by Jacquelyn Ryan. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

### **CERTIFIED STAFF RESIGNATION APPROVAL:**

A motion was made by Lori Christensen to approve the resignation of Ms. Kayla Couture, PE teacher building #3 effective June 7, 2024 (letter included in board packet). There was no discussion on the item. The motion was seconded by Jacquelyn Ryan. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen,

Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

**CLASSIFIED STAFF HIRING CONSIDERATION:**

A motion was made by Rich Thornock to approve the hiring of the following:

- Ms. Kala Rushing, paraprofessional
- Ms. Hollee Gossett, paraprofessional

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

**CLASSIFIED STAFF RESIGNATION:**

A motion was made by Lori Christensen to approve the resignation of Ms. Kara Green and Ms. Tracy Heinekamp, paraprofessionals, effective June 20, 2024 (letters included in board packet). There was no discussion on the item. The motion was seconded by Kallie Gatzemeier. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

**NEW STAFF HANDBOOK CONSIDERATION:**

A motion was made by Rich Thornock to approve the updated Staff Handbook (with correction) for 2024-2025 (Complete handbook available in the board packet). There was brief discussion and one requested correction on page 87. The motion was seconded by Rod Sharkey. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

**NEW STUDENT HANDBOOK CONSIDERATION:**

A motion was made by Rich Thornock to approve the updated Student Handbook for 2024-2025 (Complete student handbook available in the board packet). There was no discussion on the item. The motion was seconded by Kallie Gatzemeier. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

**MULTIDISTRICT AGREEMENT CONSIDERATION:**

A motion was made by Rod Sharkey to approve the acceptance of a multidistrict formal agreement with Frenchtown School District for a period of three years, beginning July 1, 2024, and expiring June 30, 2027. This agreement serves to foster shared resources, joint programs, and mutual support between the districts, benefiting all students involved (agreement available in board packet). There was brief discussion on the item. The motion was seconded by Rich Thornock. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

**COMPENSATED ABSENCE FUND TRANSFER CONSIDERATION:**

A motion was made by Lori Christensen to authorize the transfer of \$66,790.37 to fund #121 (Compensated Absence Fund) from the General Fund #101 effective June 30, 2024.

| COMPENSATED ABSENCES WORKSHEET RECAP  | Total Vacation and Sick Leave Liability | Employer FICA | Employer PERS | Employer TRS | Employer Unemployment | Employer Workers Comp | Compensated Absence Liability |
|---|---|---------------|---------------|--------------|-----------------------|-----------------------|-------------------------------|
| <b>COMPENSATED ABSENCE LIABILITY FUND LIMIT (see 20-9-512, MCA below):</b>  |   |               |               |              |                       |                       |                               |
| Total Liability for Administrative & Non-Teaching Staff   |   |               |               |              |                       |                       | 412,089.41                    |
|   |   |               |               |              |                       |                       | X 30%                         |
| Maximum amount allowed in Compensated Absences Liability Fund (21)  |   |               |               |              |                       |                       | 123,626.82                    |
| <b>Enter Cash Balance in Fund 21 as of June 30</b>  |   |               |               |              |                       |                       | <b>56,836.45</b>              |
| Amount allowed to transfer (if negative, must transfer back to General Fund; if positive, may transfer up to this amount from General Fund) |   |               |               |              |                       |                       | <b>66,790.37</b>              |

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

**AWARD BID FOR BOILER PROJECT CONSIDERATION:**

A motion was made by Rod Sharkey to table the acceptance and awarding of the contract for the building #3 boiler project to Temp Right Services. The bid process has been completed, and the recommended bidder will be identified based on the evaluation criteria and board approval (bid documents are available in the board packet). There was discussion about the boiler bid specifications. The Trustees chose to table the agenda item until more information could be provided and their questions answered. The motion was seconded by Tom Cook. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

**HOUSE BILL 203 ACCEPTANCE FOR 2024-2025:**

A motion was made by Rod Sharkey to approve the following students for enrollment at Hellgate Elementary for the 2024-2025 school year (see complete list in board packet). There was no discussion on the item. The motion was seconded by Kallie Gatzemeier. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

**HOUSE BILL 203 DENIAL FOR 2024-2025:**

A motion was made by Rich Thornock to deny the following students for enrollment at Hellgate Elementary for the 2024-2025 school year (see complete list in board packet). There was no discussion on the item. The motion was seconded by Rod Sharkey. Voting in favor of the motion were: Tom McLaughlin, Lori Christensen, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier and Rod Sharkey. Voting against the motion were none. The motion carried unanimously.

**DISCUSSION ITEMS/ANNOUNCEMENTS:**

Superintendent Blakely provided the Trustees with an update and overview of the accreditation process and will send out final reports once available.

**COMMITTEE REPORTS:**

Tom McLaughlin will be participating in the County Transportation meeting the week of 7/08/24.

**PRINCIPALS' REPORTS**

There were no Principal reports at the meeting.

**NEXT MEETING DATE:**

The next regular meeting of the Board will be August 12, 2024 at 6:00 p.m.

**PUBLIC COMMENT:**

There was no public comment.

**ADJOURN**

The meeting adjourned at 6:33 pm.

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Tom McLaughlin, Board Chair

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Justine Reese, Business Manager/Clerk