Hellgate Elementary Board of Trustees

Regular Meeting June 9, 2025
6:00 p.m.

OPENING

The Board of Trustees of Hellgate Elementary School District #4 met in regular session on Monday, June 9th, 2025. The meeting was held in-person. The meeting was called to order by Board Chairman, Tom McLaughlin. Trustees participating were: Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Beth Herron, Kallie Gatzemeier, and Scott Rouse. Molly Blakely and District Clerk Justine Reese were present for the meeting. District staff participating included, Brent Heist (Bldg. 3 Assistant Principal), Tiffany Hobbs (Bldg. 3 Principal), Julia McCarthy-McLaverty (Bldg 2. Principal), Chris Clevenger (Bldg 1. Principal), Brendan Brown (Special Education Director), Haley Patzner (Teacher), and Kristen Guidoni (Teacher). Community members included Rod Sharkey (former Trustee), Lori Christensen (former Trustee), Edward Christensen, and Jonathan Karlen (House District Representative). There were up to 20 total guests/participants in the meeting, in-person.

PUBLIC COMMENT

There was no public comment at the meeting.

HEEA

Kristen Guidoni represented the HEEA and notified the Trustees that Sam Hunton (Teacher) will be co-president during School Year 25-26 while Sara Bermingham is on sabbatical.

RECOGNITION OF STUDENTS AND STAFF

The Board recognized the new Trustees, Beth Herron and Scott Rouse; they then introduced themselves to the Board and Community members. Superintendent Blakely presented Rod Sharkey and Lori Christensen with honorary plaques of appreciation for their time spent on the Hellgate Elementary School Board. Jonathan Karlen provided a legislative update and overview of the past session (2025).

BOARD CORRESPONDENCE

Trustees reviewed the monthly newsletter from OPI.

REVIEW OF THE MINUTES-REGULAR MEETING 5-12-2025

A motion was made by Rich Thornock to approve the minutes from the May 12, 2025 regular meeting. There was no discussion on the topic. The motion was seconded by Tom Cook. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

REVIEW OF THE MINUTES-SPECIAL MEETING 5-21-2025

A motion was made by Rich Thornock to approve the minutes from the May 21, 2025 special meeting. There was no discussion on the topic. The motion was seconded by Kallie Gatzemeier. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

REVIEW OF THE WARRANTS-MAY 2025

A motion was made by Rich Thornock to approve the May 2025 claims. There were clarifying questions from the Trustees. The motion was seconded by Scott Rouse. Voting in favor of the motion were Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

REVIEW OF BUDGET REPORTS

Trustees reviewed the budget reports for May 2025.

REVIEW OF STUDENT ACTIVITIES

A motion was made by Jacquelyn Ryan to approve the May 2025 Student Activities Report. There was no discussion on the item. The motion was seconded by Rich Thornock. Voting in favor of the motion were: Tom

McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

CERTIFIED HIRING CONSIDERATIONS:

A motion was made by Rich Thornock to approve the hiring of the following staff for the 2025-2026 school year: Ms. Sydney Louvar, Speech-Language Pathologist, and Mr. Nathan Holland, 8th Grade Math Teacher (one-year). There clarifying questions on the item. The motion was seconded by Tom Cook. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

LONG-TERM MATERNITY SUBSTITUTE CONSIDERATION:

A motion was made by Kallie Gatzemeier to approve the hiring of Ms. Jayden Salisbury to be a long-term maternity substitute for the Early Literacy Program or Kindergarten, effective August 25, 2025. There were clarifying questions on the item. The motion was seconded by Jacquelyn Ryan. Voting in favor of the motion were Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

RESIGNATION OF CLASSIFIED STAFF CONSIDERATION:

A motion was made by Rich Thornock to approve the resignation of Ms. Darla Heist, effective June 20, 2025 (letter included in official board packet) and Melissa Hand, paraprofessional, effective June 12, 2025. There was no discussion on the item. The motion was seconded by Scott Rouse. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

HIRING OF CLASSIFIED STAFF CONSIDERATION:

A motion was made by Jacquelyn Ryan to approve the hiring of Ms. Amanda Pham to be the Special Services Administrative Assistant and Ms. Sarah Dennis, to be the Administrative Assistant for building #4, effective August 11, 2025. There was no discussion on the item. The motion was seconded by Kallie Gatzemeier. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

EXTENDED YEAR SUMMER PROGRAM STAFF HIRING:

A motion was made by Rich Thornock to approve the hiring of the following staff to conduct the extended year summer program, effective July 1 through August 1, 2025. There were clarifying questions addressed. The motion was seconded by Kallie Gatzemeier. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

APPROVAL OF INCREASE IN ONLINE PAYMENT FEES:

A motion was made by Jacquelyn Ryan to approve an online payment fee increase to a percentage of 3.5% per transaction rather than a flat rate of $1.50. The merchant currently deducts 3.5% plus $0.35/transaction. To date, the district has absorbed a total of $1,800 in fees that were not covered by the $1.50 charged to the parent. There was brief discussion on the item. The motion was seconded by Rich Thornock. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

APPROVAL OF INCREASE IN ACTIVITY FEES:

A motion was made by Rich Thornock to approve an increase in activity fees from the current one-time fee of $40.00 to a one-time fee of $75.00 (excluding Gymnastics). There were clarifying questions addressed. The

motion was seconded by Scott Rouse. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

APPROVAL OF 2025-2026 SCHOOL BUS MILEAGE ROUTES:

A motion was made by Rich Thornock to approve the Hellgate Elementary school bus route mileage for the 2025-2026 school year. There was no discussion on the item. The motion was seconded by Tom Cook. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

APPROVAL OF EXTRACURRICULAR ACTIVITY-SPIRIT SQUAD:

A motion was made by Rich Thornock to approve the extracurricular student activity-Spirit Squad, effective school year 25-26 for grades 6-8. There were clarifying questions addressed. The motion was seconded by Jacquelyn Ryan. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Tom Cook, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

DISCUSSION ITEMS/ANNOUNCEMENTS:

8th Grade Graduation: Wednesday June 11th at 7:00 p.m.
8th Grade Band Student Award: The Hellgate Elementary 8th grade band students who participated in and performed at Silverwood, were awarded the best behaving award.
Orchestra Fundraiser at Farmer's Market: The Hellgate Elementary Orchestra raised $900 and will donate all proceeds to a student in need of support from Building Two.

COMMITTEE REPORTS:

There were no committee reports at the meeting.

PRINCIPALS' REPORTS

Building 1: Chris Clevenger thanked everyone for a good 12 years at Hellgate Elementary. He is confident in his retirement decision and excited about his next chapter. Superintendent Blakely thanked him for his years of service.
Building 2: Julie McCarthy-McLaverty informed the Trustees that the students really enjoyed the bouncy houses (Hawk Hero Day) and were looking forward to the track and field days coming up.
Building 3: Tiffany Hobbs informed the Trustees that Building Three just completed their track and field days and thank you to Mr. Byers for coordinating a successful day. She will be introducing Ms. Haley Patzner to students in her Building for the upcoming school year.
Building 4: Absent
Special Education: Brendan Brown acknowledge Darla Heist's resignation and thanked her for her time spent at Hellgate Elementary. He also thanked Haley Patzner for her time in the Life Skills Program; she will be moving to a different position within the district in the upcoming school year.
Curriculum: Absent

NEXT MEETING DATE:

The next regular meeting of the Board will be July 14, 2025 at 6:00 p.m.

PUBLIC COMMENT:

There was no public comment at this time.

ADJOURN

The meeting adjourned at 6:44 pm.

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Tom McLaughlin, Board Chair Justine Reese, Business Manager/Clerk