

Hellgate Elementary Board of Trustees

Regular Meeting October 13, 2025

6:00 p.m.

OPENING

The Board of Trustees of Hellgate Elementary School District #4 met in regular session on Monday, October 13th, 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, Beth Herron, Kallie Gatzemeier, Jacquelyn Ryan, Tom Cook and Scott Rouse. Molly Blakely and District Clerk Justine Reese were present for the meeting. District staff participating included, Erin Ellis (Curriculum Director), Brendan Brown (Special Services Director), Haley Patzner (Building 3 Teacher), Brent Heist (Principal Building 1), Jamie Courville (Principal Building 4), Julie McCarthy-McLavery (Principal Building 2), Kelsey Salmela (Payroll Clerk) and Kristen Guidoni (HEEA rep. and Band Teacher). There were no community members in attendance. There were up to 17 total guests/participants in the meeting, in-person.

PUBLIC COMMENT

There was no public comment.

HEEA

Kristen Guidoni notified the Trustees that there was an addition of 12 teachers to the HEEA and there was great participation at the University of Montana Homecoming Parade.

RECOGNITION OF STUDENTS AND STAFF

There was no recognition at the meeting.

BOARD CORRESPONDENCE

Trustees reviewed the monthly newsletter from OPI.

REVIEW OF THE MINUTES-REGULAR MEETING 9-08-2025

A motion was made by Rich Thornock to approve the minutes from the September 8th, 2025 regular meeting. There was no discussion on the topic. The motion was seconded by Scott Rouse. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Kallie Gatzemeier, Beth Herron, Tom Cook, Jacquelyn Ryan, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

REVIEW OF THE MINUTES-SPECIAL MEETING 9-23-2025

A motion was made by Tom Cook to approve the minutes from the September 23rd, 2025 special meeting. There was no discussion on the topic. The motion was seconded by Jacquelyn Ryan. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Kallie Gatzemeier, Beth Herron, Tom Cook, Jacquelyn Ryan, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

REVIEW OF THE WARRANTS-SEPTEMBER 2025

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

REVIEW OF BUDGET REPORTS

Trustees reviewed the budget reports for September 2025.

REVIEW OF STUDENT ACTIVITIES

A motion was made by Rich Thornock to approve the September 2025 Student Activities Report. 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, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, Tom Cook, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

RESIGNATION OF CLASSIFIED STAFF CONSIDERATION:

A motion was made by Jacquelyn Ryan to approve the resignation of: Chris Abbott, custodian, effective October 31st, 2025 (letters available in official board packet). There were clarifying questions discussed. The motion was seconded by Scott Rouse. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, Tom Cook, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

HIRING OF COACHING STAFF CONSIDERATION:

A motion was made by Rich Thornock to approve the following coaches: **Gymnastics Dates: October 20-December 12:** Head Coach: Emily Botkin and Assistant Coaches: Stacey Glenn, Amber Tempel, Gracie Niswanger. **Boys Basketball Coaches:** 7th & 8th Grade Head Coaches (A): Taylor Nordby & Derek Dungan and 7th & 8th Grade Assistant Coaches (B): Michael Straw, Tyler Glenn, Dale Asanovich, Chris Bosshardt. 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, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, Tom Cook, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

CERTIFIED STAFF HIRING CONSIDERATIONS:

A motion was made by Jacquelyn Ryan to approve the hiring of the following: Ms. Shelley Hibbert, long-term maternity substitute teacher, effective October 20, 2025; Ms. Laura Young, long-term substitute, effective October 7, 2025. There was brief discussion on the topic including clarification on significant changes. The motion was seconded by Scott Rouse. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, Tom Cook, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

HIRING OF CLASSIFIED STAFF CONSIDERATIONS:

A motion was made by Beth Herron to approve the hiring of the following: Paul Mwingwa, custodian, effective September 15, 2025; Brittany Paulin, paraprofessional, effective September 18, 2025; Abigail Jones, scorekeeper for the 25-26 school year; Meghan Adams, paraprofessional, effective October 8, 2025. 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, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, Tom Cook, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

APPROVAL OF TRANSPORTATION BUS ROUTE MILEAGE:

A motion was made by Scott Rouse to approve the adjusted Hellgate Transportation school bus route mileage for the 2025-2026 school year (complete mileage available in official board packet). 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, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, Tom Cook, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

APPROVAL OF SUBSTITUTE LIST FOR THE 25-26 SCHOOL YEAR:

A motion was made by Rich Thornock to approve new substitutes for the 2025-2026 school year: Brittany Paullin, Kiana Hamilton, and Maggie Hauder. There was brief discussion on the item. The motion was seconded by Jacquelyn Ryan. Voting in favor of the motion were: Tom McLaughlin, Rich Thornock, Jacquelyn Ryan, Kallie Gatzemeier, Beth Herron, Tom Cook, and Scott Rouse. Voting against the motion were none. The motion carried unanimously.

DISCUSSION ITEMS/ANNOUNCEMENTS:

Class: Chick-fil-A Program, Covering Lunch Assistance for School Students is a program to assist outstanding meal payments for Hellgate Elementary students.

Innovative Tax Credit Receipt: There were ‘put back’ funds available from the 2025 tax year tax credit incentive program, Hellgate Elementary received \$60,000.

Missoula Repertory Theatre: October 31st, 2025 is the upcoming performance.

Montana Arts Council Grant: Hellgate Elementary is the fiscal manager of the 2025-2026 5 Valley’s Honor Band award of \$2,500.

Bridged Health Alliance Proposal: Bridged Health Alliance presented preliminary rates and will be presenting to interested Hellgate Elementary staff members in the coming weeks-Trustees are invited to the presentation.

Speak Up, Be Safe Grant: The Gianforte Foundation has granted Hellgate Elementary a counselor focused grant for school year 25-26

Banking Outside of the County: Justine Reese provided an overview of the concerns and frustrations between the Missoula County Treasurer Office and Hellgate Elementary and recommended the Trustees consider banking outside of the Missoula County Treasurer’s Office-the Trustees were in support.

Worker’s Compensation Audit: Hellgate Elementary recently completed a Workers’ Compensation Audit for school year 24-25 with no concerns or findings.

Reunification Drill: Dr. Blakely provided a follow-up to the Reunification Drill that was conducted and has established multiple MOU’s with organizations in the area.

COMMITTEE REPORTS:

There were no committee reports at the meeting.

PRINCIPALS’ REPORTS

Building 1: Brent Heist provided a brief update to the Trustees; thankful for employment at Hellgate Elementary and all that goes into the operation.

Building 2: Julie McCarthy-McLavery discussed the ELP and Kinder Literacy night and its’ success. Gymnastics will be starting soon and DIBELS testing is complete.

Building 3: Haley Patzner provided the Trustees with an update of events in occurring in Building Three.

Building 4: Jamie Courville will be attending the National Principal Conference in Washington DC, representing Montana, 43 Principals will be honored at this conference.

Special Education:

Curriculum: Erin Ellis reviewed the DIBELS scores for students who participated in ELP in 24-25 and students who did not participate, and overall the program is showing success.

NEXT MEETING DATE:

The next regular meeting of the Board will be November 10th, 2025 at 6:00 p.m.

PUBLIC COMMENT:

There was no public comment at this time.

ADJOURN

The meeting adjourned at 6:57 pm.

Tom McLaughlin, Board Chair

Justine Reese, Business Manager/Clerk