



**DeSmet School District #20**  
Board of Trustees Regular Meeting  
6:00 pm Monday, December 18th, 2023  
In the School Library

**Trustees Present:** Aaron Foster, Heather Burgad, Synthia Wendell, Laura Zumpfe  
**Trustees Absent:** Jasmine Dahlquist  
**Others Present:** Matthew Driessen, Freyja Hughes

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**I. Call to Order/Pledge of Allegiance**

Board Chair Aaron Foster called the meeting to order at 7:34pm.

**II. Introduction/Comments of Guests on Items not on the Agenda**

**III. Recognition of Students and Staff**

Congratulations to Ms. Mullis for a successful holiday concert!

**IV. Board Correspondence**

**V. Business Manager's Report**

A. Approve/Disapprove: Minutes

A motion was made first by Laura Zumpfe and seconded by Synthia Wendell to approve the 11.13.23 and 12.8.23 minutes. The motion was carried unanimously.

B. Approve/Disapprove: Warrants

C.

A motion to approve the warrants from November and December was made first by Synthia Wendell and seconded by Heather Burgad. The motion was carried unanimously.

D. Discussion: Budget Report

Freyja Hughes reviewed budget reports with trustee attendance.

E. Discussion: FY23 Audit Engagement Letter

The board discussed and acknowledged the FY23 Audit Engagement Letter from auditor Debbie Oulette from Newland & Company.

F. Action: Canvass of Bond Election

[\[Canvass Documents\]](#)

A motion was made first by Laura Zumpfe and seconded by Synthia Wendell to approve the Canvass of Votes presented by the Missoula County Elections Office. The motion was carried unanimously.

G. Discussion/Possible Action: Trustee Election/Building Reserve Levy

The board discussed the need to call for a trustee election, and discussed potential future building reserve levies. No action was taken at this time.

**VI. Superintendent's Report**

A. Action: Student Attendance Agreements

A motion was made first by Laura Zumpfe and seconded by Synthia Wendell to approve the student attendance agreements. The motion was carried unanimously.

B. Discussion/Possible Action: December Community Letter

Mr. Driessen reviewed with the board a letter to be sent out to the community.

C. Discussion: Intercap Loan

Mr. Driessen and Ms. Hughes reviewed the application for DeSmet's Intercap Loan for the remainder of the Solar Project and Soffit repairs to preserve Building Reserve funds, and relayed that closing documents are scheduled to be sent in January.

D. Discussion/Possible Action: Boys and Girls Club Update

Mr. Driessen and Ms. Hughes relayed that the Boys and Girls Club had admitted to a billing error, and that the district should be receiving a credit toward their future invoices. Ms. Hughes expressed concern with the growing costs of the afterschool program, and Mr. Driessen had suggested enacting fees for families participating in BGC programs in order to help fund the continuation of these programs.

E. Discussion: Ball Field

The Board discussed the ball field property adjacent to the main campus. No action was taken at this time.

**VII. Personnel Report**

A. Action: Hire of Caitie Bloom as Yearbook Director, to receive a stipend of \$1,000. A motion was made first by Synthia Wendell and seconded by Heather Burgad to hire Caitie Bloom as Yearbook Director for FY24, to receive a stipend of \$1,000. Motion carried unanimously.

B. Action: Hire of Gabrielle Goodell as Girls’ Basketball Head Coach, to receive a stipend of \$1,200. A motion was made first by Heather Burgad and seconded by Laura Zumpfe to hire Gabrielle Goodell as the Girls’ Basketball Head Coach, to receive a stipend of \$1200. The motion was carried unanimously.

C. Action: Hire of Savannah Stern as Girls’ Basketball Assistant Coach, to receive a stipend of \$800. A motion was made first by Heather Burgad and seconded by Synthia Wendell to hire Savannah Stern as the Girls’ Basketball Assistant Coach, to receive a stipend of \$800. The motion was carried unanimously.

**VIII. Committee Updates**

Development Committee:

- A. Discussion: TIF District
- B. Discussion: Foundation

**IX. Upcoming Meetings**

A. 6:00 pm Monday, January 22nd

**X. Comments of Guest & School Board Members on Items Not on the Agenda**

**XI. Adjourn**

Approved: \_\_\_\_\_

**Respectfully Submitted,**

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Board Chair

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District Clerk