



DeSmet School District #20
Board of Trustees Organizational Meeting
6:00 pm Monday, May 20th, 2024
In the School Library

Trustees Present: Aaron Foster, Heather Burgad, Sigrid Sheie, Jasmine Dahlquist
Trustees Absent: Synthia Wendell
Others Present: Stacy Bateman

Executive Session:

I. Student Disciplinary Hearing

Board Chair Aaron Foster called the meeting to order at 6:05pm and the meeting was opened with the Pledge of Allegiance. found that the right to privacy exceeded the public's right to know in this matter, in accordance with Section 2-3-203 MCA and closed the meeting to executive session at 6:06pm.

The meeting was reopened at 6:15pm. A motion was made by Heather Burgad to expunge the rescind the expulsion record of the student. The motion was seconded by Jasmine Dahlquist, and was carried unanimously.

Organizational Meeting:

- I. Call to Order/Pledge of Allegiance**
- II. Introduction/Comments of Guests on Items not on the Agenda**
- III. Recognition of Students and Staff**
- IV. Board Correspondence**
- V. Business Manager's Report**

- A. Approve/Disapprove: Minutes
[\[4.22.24 Minutes\]](#)

A motion to approve the 4.22.24 Minutes was made by Heather Burgad and seconded by Sigrid Sheie. The motion was carried unanimously.

- B. Approve/Disapprove: Warrants
[\[April Claims Detail Report\]](#)

A motion to approve the April Warrants was made by Sigrid Sheie and seconded by Jasmine Dahlquist. The motion was carried unanimously.

C. Discussion: Budget Report

[\[Budget Report All Funds\]](#)

Freyja Erikson reviewed the budget with trustee attention.

D. Action: Ratification of Ballot Canvas

[\[Election Results\]](#)

A motion was made by Heather Burgad to approve the May 7th election results. This motion was seconded by Jasmine Dahlquist and was carried unanimously.

E. Action: Election of Chairperson

A motion was made by Aaron Foster to nominate Heather Burgad as Board Chair. This motion was seconded by Jasmine Dahlquist and was carried unanimously.

F. Action: Election of Vice-Chairperson

A motion was made by Heather Burgad to nominate Synthia Wendell as Vice Chair. This motion was seconded by Sigrid Sheie and was carried unanimously.

G. Action: Appointment of District Clerk

A motion was made by Heather Burgad to appoint Freyja Erikson to continue to serve as District Clerk. This motion was seconded by Sigrid Sheie and was carried unanimously.

H. Action: Set Times for Regular Board Meetings

A motion was made by Aaron Foster to keep the regular meeting schedule as it has been historically, with the board meeting at 6:00pm every third Monday of the month, holding no meeting in July, and two meetings in August. The motion was seconded by Jasmine Dahlquist, and was carried unanimously.

I. Other: Appointment of Sub-committees by Board Chair

- a. Negotiation Committee - Synthia Wendell and Sigrid Sheie
- b. Hiring Committee - Heather Burgad and Synthia Wendell
- c. Budget Committee - Heather Burgad and Synthia Wendell
- d. Safety Committee - Jasmine Dahlquist and Aaron Foster
- e. Strategic Plan Committee - Jasmine Dahlquist and Aaron Foster
- f. Community/School Development Committee - Sigrid Sheie and Heather Burgad

J. Action: Updated Signature Card / Letter Recognizing Clerk's Surname Change

[\[Blank Signature Card\]](#)

[\[Board Authorization Letter for Signature Update\]](#)

A motion was made by Heather Burgad to recognize the surname change of Freyja Erikson (formerly Freyja Hughes,) and update the signature card and list of signers with the Missoula County Treasurer. This motion was seconded by Sigrid Sheie, and was carried unanimously.

VI. Superintendent's Report

[\[Annotated Superintendent's Report\]](#)

A. Discussion/Action: ESSER Purchases and Allocations

A motion was made first by Sigrid Sheie to approve the ESSER Purchases and Allocations year to date. The motion was seconded by Heather Burgad and was carried unanimously.

B. Action: TR-6 Forms (Transportation Reimbursement)

[\[TR-6 Second Semester Form\]](#)

A motion was made first by Sigrid Sheie to approve the second semester TR-6 Form and was seconded by Aaron Foster. The motion was carried unanimously.

C. Discussion/Possible Action: Beach Contract

[\[Beach Contract FY24\]](#)

A motion was made first by Heather Burgad to approve the renewal of Beach Transportation contract for the 24-25 school year. This motion was seconded by Aaron Foster and was carried unanimously.

D. Discuss/ Possible Action: Gavin Hanks Proposal for Daycare Schematic Design

[\[Proposal 24-032\]](#)

Mr. Driessen reviewed the proposal from Gavin Hanks for the architectural design of a daycare to be constructed in the DeSmet School District. Driessen has visited with the University of Montana's education department regarding the design for a daycare, and has spoken with Katherine Foley from Gavin Hanks Architectural Studio about drafting these blueprints.

Mr. Driessen has indicated that the current goal is to allow for about 30-45 children in the daycare, and estimates about \$650,000 for two centers, or \$900,000 for three centers, depending on the lot size. The funds to build these daycares, Driessen indicates, will be raised by a Foundation. Gavin Hanks' proposal is estimated to cost approximately \$14,800, which Mr. Driessen intends to pay for with Building Reserve funds, but he has indicated that he wishes for funds raised by the Foundation to reimburse the district for this \$14,800.

The board discussed community benefits of having a daycare in the area and the impact this would have on encouraging families to enroll students here, as well as retaining staff, as the staff is continually trending toward an increase in younger individuals with families.

A motion was made by Sigrid Sheie to approve the proposal from Gavin Hanks for the Daycare Schematic Design. This motion was seconded by Jasmine Dahlquist. Aaron Foster, who raised concerns about the price of the schematic design, as well as the pending setup of a Foundation needed for fundraising, feeling that it was a risk spending money on schematics with no guarantee that the funds would be raised, or that the daycare itself would pay off. After the board was done discussing, all trustees voted to support the motion, and the motion was carried unanimously.

E. Discuss/Action: MOU for SPED Management Stipend

Mr. Driessen discussed the challenges that the SPED department has faced over the years, and recalled when DeSmet had two full-time SPED staff members, or years when the SPED Department manager had an assistant to help with IEP paperwork, maintenance of effort tracking, testing, and other clerical work as needed to support the SPED Director and administration with these duties, which is no longer the case.

Heather Burgad wished to clarify who would be receiving the stipend, and Mr. Driessen indicated that the intention was that the stipend would go to the SPED Director, and that it would come out to about \$7,000, which he intends to pay for through the Tuition Fund.

A motion was made by Aaron Foster to approve a \$7,000 stipend for the SPED Management, in accordance with the MOU with the DeSmet Union. The motion was seconded by Sigrid Sheie, and was carried unanimously. Heather Burgad wished to express that the expectation of this stipend is that it is to compensate for hours above and beyond a 40-hour work week, and that this is not simply an increase in pay for a standard 40-hour work week.

F. Discuss/Action: Testing & Administrative Assistant Position

Mr. Driessen discussed changes coming to standardized testing, which is anticipated to burden the current staff to schedule these tests as well as coordinate with the SPED department, which frequently helps the core staff with these tasks, despite already having a full workload. Mr. Driessen believes that introducing a new position to assist with these duties would be beneficial to the district. Aaron Foster stated that he would like to see a job description and hourly wage prior to taking action, and made a motion to table this until the June meeting.

Aaron Foster called for a brief recess at 7:40pm. The meeting was reopened at 7:50pm.

VII. Personnel Report

A. Action: Summer Hires as Presented by Superintendent Driessen

- o Lloyd (Buster) Hettick - 1.0 FTE through the summer months
- o Jennifer Malotte, Ann Krijns-Umbach, Erika Borstad, Kim Fuller (substitute)

A motion was made by Aaron Foster to approve the summer hires, to be paid \$12.50 through the summer months, as presented by Superintendent Driessen. This motion was seconded by Sigrid Sheie, and was carried unanimously.

B. Discuss/Action: Hire of Linda Hall as 1.0 FTE SPED Director, Matrix Placement of Lane 5/Step 6 to receive an annual salary of \$45,100

A motion was made by Heather Burgad to approve the hire of Linda Hall as a 1.0 FTE SPED Director, with a Matrix Placement of Lane 5/Step 6, to receive an annual salary of \$45,100. This motion was seconded by Jasmine Dahlquist, and was carried unanimously.

VIII. Committee Updates

A. Discussion: Housing Development

Mr. Driessen reviewed the scoping document that was put together by IMEG for the housing development planned to be developed near the school, and presented an article that was published by KPAX regarding the upcoming interlocal agreement between DeSmet and the Missoula City and County.

IX. Upcoming Meetings

- A. 6:00 pm Monday, June 24th

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

XI. Adjourn

A unanimous motion was made to adjourn, and the meeting was adjourned at 8:01pm.

Date Approved

Respectfully submitted,

District Clerk

Board Chair