



## DeSmet School District #20

Board of Trustees Regular Meeting

6:00 pm Monday, June 24th, 2024

In the School Library

**Trustees Present: Heather Burgad, Synthia Wendell, Aaron Foster**

**Trustees Absent: Jasmine Dahlquist, Sigrid Sheie**

**Others Present: Matthew Driessen, Freyja Hughes, Carly Aho, Katie Brubaker**

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### **Regular Meeting Agenda:**

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

Board Chair Heather Burgad called the meeting to order at 6:06pm and the meeting opened with the Pledge of Allegiance.

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

#### **III. Recognition of Students and Staff**

#### **IV. Board Correspondence**

##### **A. Discussion/Possible Action: Katie Brubaker Intent to Serve on the Board**

[\[Letter of Interest from Katie Brubaker\]](#)

Katie Brubaker introduced herself to the members of the board, and Mr. Driessen reviewed the goals of the district and strategic plan, as well as the trending upward scores of the students and some of the benefits students receive at a smaller school.

A motion was made by Aaron Foster to appoint Katie Brubaker to the board as his replacement, to serve until the next election. The motion was seconded by Synthia Wendell and was carried unanimously.

#### **V. Business Manager's Report**

##### **A. Action: 5.20.24 Minutes**

[\[5.20.24 Minutes\]](#)

A motion was made by Aaron Foster and seconded by Synthia Wendell to approve the minutes from 5.20.24. The motion was carried unanimously.

B. Action: May and June Warrants

[\[May Claims Detail Report\]](#)

[\[June Claims Detail Report\]](#)

A motion to approve the May and June Warrants was made first by Aaron Foster and seconded by Synthia Wendell. The motion was carried unanimously.

C. Discussion: Budget Reports

Ms. Erikson reviewed the budget reports with trustee attendance and touched on some end-of-year goals.

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

[\[Budget v. Actual Report All Funds\]](#)

D. Discussion/Action: Proposal for Student Activity Funds Reconciliation

[Pending Auditor Direction]

No action was taken at this time.

E. Discussion: FY23 Audit Progress

**VI. Superintendent's Report**

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

A. Discussion/Action: ESSER III Purchases YTD, ELO Grant for Summer School

A motion was made first by Aaron Foster and seconded by Synthia Wendell to approve the ESSER Purchases YTD. The motion was carried unanimously.

B. Action: Bus Routes for the 2024-2025 School Year

Mr. Driessen discussed the bus routes for the upcoming school year and relayed that the bus routes will be staying the same for next year. One house may be added to the route, but Beach has stated that this shouldn't affect any billing because of the small impact.

A motion was made first by Synthia Wendell and seconded by Aaron Foster to approve the Bus Routes for the upcoming school year.

C. Action: Out of District Student Attendance Agreements

[\[Student Attendance Agreements by Number\]](#)

A motion was made first by Aaron Foster to approve the student attendance agreements as presented by Mr. Driessen. The motion was seconded by Synthia Wendell and was carried unanimously.

D. Action: McGraw Hill 6-8th Grade History Curriculum (est. \$5,500)

A motion was made first by Aaron Foster to approve the purchase of the McGraw Hill 6-8th Grade History Curriculum estimated at \$5,500. This motion was seconded by Synthia Wendell and was carried unanimously.

E. Action: McGraw Hill 6-8th Grade Teen Health Curriculum (est. \$5,500)

A motion was made first by Synthia Wendell to approve the purchase of the McGraw Hill 6-8th Grade Teen Health Curriculum estimated at \$5,500. This motion was seconded by Aaron Foster and was carried unanimously.

## **VII. Personnel Report**

A. Discussion/Possible Action: Stacy Bateman and David Feeley Teaching Assignments

Mr. Driessen discussed the wishes of Stacy Bateman and David Feeley to trade teaching positions going into the upcoming school year.

B. Action: Hire of Kris Gardner as Instructional Coach, to receive a stipend of \$3500

A motion was made first by Aaron Foster to approve the hire of Kris Gardner as an Instructional Coach, to receive a stipend of \$3500. The motion was seconded by Synthia Wendell and was carried unanimously.

C. Action: Hire of Carly Aho as Instructional Coach, to receive a stipend of \$3500

A motion was made first by Synthia Wendell to approve the hire of Carly Aho as an Instructional Coach, to receive a stipend of \$3500. The motion was seconded by Aaron Foster and was carried unanimously.

D. Action: Hire of Caitie Bloom as Yearbook Director, to receive a stipend of \$1,000

A motion was made first by Aaron Foster to approve the hire of Caitie Bloom as Yearbook Director, to receive a stipend of \$1,000. The motion was seconded by Synthia Wendell and was carried unanimously.

E. Action: Hire of Stacy Bateman as Concessions Director, to receive a stipend of \$1,000

A motion was made first by Aaron Foster to approve the hire of Stacy Bateman as Concessions Director, to receive a stipend of \$1,000. The motion was seconded by Synthia Wendell and was carried unanimously.

F. Action: Hire of Tracy Heinekamp as a Paraeducator for the 2024-2025 School Year, Matrix Placement of Step 14, \$19.40/hour

Mr. Driessen reviewed some of Mrs. Heinekamp's employment history and credentials with the board. A motion was made first by Synthia Wendell to approve the hire of Tracy Heinekamp as a Paraeducator for the 2024-2025 School Year, Matrix Placement of Step 14, \$19.40/hour. The motion was seconded by Aaron Foster, and was carried unanimously.

G. Action: SPED/Administrative Assistant Job Description  
[\[SPED/Admin Assistant Job Description\]](#)

Mr. Driessen reviewed the challenges that the SPED department has worked with over the years, and the changes coming to testing next year that he believes will require another staff member to assist with in order to avoid overburdening the current staff. Aaron Foster asked Mrs. Aho of her experience working with testing at the school, and Mrs. Aho relayed her observations of the SPED department's need for support, as well as the need for additional support when testing is going on. The board did discuss the challenges with attendance that the SPED department had worked with historically, and wished to clarify whether this position would help with these challenges. Mr. Driessen told the board that he believes the position will in fact help.

A motion was made first by Aaron Foster to approve the job description for the SPED/Administrative Assistant position. This motion was seconded by Synthia Wendell and was carried unanimously.

H. Action: Hire of Abigail Fegley as SPED/Administrative Assistant, Matrix Placement of Step 8, \$17.70/hour

A motion was made first by Aaron Foster to approve the hire of Abigail Fegley as

SPED/Administrative Assistant, with the Matrix Placement of Step 8, \$17.70/hour. The motion was seconded by Synthia Wendell and was carried unanimously.

- I. Action: Hire of Classified Staff for the 2024-2025 School Year (not to exceed 40h/week)
  - a. Shelby Blum, Paraeducator
  - b. Erika Borstad, Kitchen Director
  - c. Thomas Catmull, Paraeducator
  - d. Abigail Fegley, SPED/Administrative Assistant
  - e. Kim Fuller, Paraeducator
  - f. Tracy Heinekamp, Paraeducator
  - g. Lloyd "Buster" Hettick, Custodian
  - h. Ann Krijns-Umback, Paraeducator
  - i. Samantha Lotton, Kitchen Aide
  - j. Jennifer Malotte, Paraeducator
  - k. Ellie Michels, Paraeducator/Nurse Aide
  - l. Vicki Richards, Secretary

Mr. Driessen presented a list of Classified Staff that he wished to rehire for the 2024-2025 school year, not to exceed 40 hours per week. A motion was made first by Aaron Foster and seconded by Synthia Wendell. The motion was carried unanimously.

Board Chair Heather Burgad called for a brief recess at 7:58pm, and resumed session at 8:04pm.

Board Chair Heather Burgad found that the individual's 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 8:05 pm.

Board Chair Heather Burgad reopened the meeting at 8:33pm.

- J. Discussion/Possible Action: Determination for Rehire of Alisha Hoyt, Paraeducator

A motion was made by Synthia Wendell to approve the non-renewal of Alisha Hoyt and effective termination. The motion was seconded by Aaron Foster, and was carried unanimously.

- K. Action: Freyja Erikson Contract Negotiation for FY25

A motion was made by Synthia Wendell to approve the renewal of Freyja Erikson for a 270-day contract at an annual salary of \$64,040. The motion was seconded by Aaron Foster and was carried unanimously.

L. Action: Matthew Driessen Contract Negotiation for FY25

A motion was made by Synthia Wendell to approve the renewal of Matthew Driessen for a 250-day contract at an annual salary of \$101,040. The motion was seconded by Aaron Foster and was carried unanimously

**VIII. Committee Updates**

Mr. Driessen relayed that he has been working with legislators regarding the impact of TIF Districts on school funding, and that he will be testifying at the state level regarding this issue.

**IX. Upcoming Meetings**

August 19th and 26th

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

**XI. Adjourn**

A unanimous motion to adjourn was made at 8:44pm.