

## School Board Meeting Minutes

Hot Springs School

1/8/2025 7:00 PM

@ 301 Broadway

### **Attendance**

#### **Present:**

Members: Gerald Chouinard, Jennifer Christensen, Ricky DePoe, Mandie DePoe, Lynette Ek, Carmen Jackson

#### **Absent:**

Members: Julie White

Visitors: Allan Schafer and Justin Silva

1. CALL TO ORDER (7:00 pm)
  - 1.1. Roll Call
  - 1.2. Pledge of Allegiance
  - 1.3. Trustee Explanation of Procedures
  - 1.4. Public Participation
  - 1.5. Correspondence  
None

2. Approve/Disapprove of Minutes

- 2.1. December 11, 2024

 [Minutes 12-11-24.pdf](#)

#### **Motion:**

Move to approve the minutes of the December 11, 2024 School Board meeting.

Motion moved by Lynette Ek and motion seconded by Jennifer Christensen.

Passed

3. Warrant's Report

- 3.1. Approval of Claim Warrants

Trustee Christensen inquired about the spending Discussion regarding the 21st CCLC Program travel costs, the Xenia platform and what it is used for, and the CRD training. The 21st CCLC Program expenditures are travel costs related to the Regional Representative Site visits across the state. The grant fully funds it. The Xenia platform is used as a job/work order program. The CRD training is online training on the state CRD reporting requirements changes.

 [12-24 CLAIMS.pdf](#)

**Motion:**

Move to approve the warrants for claims #20639 - 20684 (\$90,289.46) as presented.

Motion moved by Jennifer Christensen and motion seconded by Lynette Ek.

Passed

3.2. Approval of Payroll Warrants

 [1-25 PAYROLL.pdf](#)

**Motion:**

Move to approve the payroll ACH & warrants #43980 - 43992 (\$149,601.47) as presented.

Motion moved by Mandie DePoe and motion seconded by Lynette Ek. Passed

3.3. Approval of Extracurricular Activity Checks

 [20250108\\_9775.07.pdf](#)

**Motion:**

Move to approve December extra curricular activities checks and balances and presented.

Motion moved by Jennifer Christensen and motion seconded by Mandie DePoe.

Passed

4. Reports/Discussion/Information

4.1. Maintenance Report (5 minute report)

- On January 2nd, Bill Koberg of Mission Valley Security performed a walk-through to look at the security cameras and provided the school with an estimate for replacement. The estimate to replace the existing cameras was \$1,167.25, and to install an upgraded digital recorder to accommodate additional cameras was \$1,053.79 for a total cost of \$2,221.04. Upon Superintendent Chouinard's approval, the project was scheduled to be completed within the next few weeks. When Mission Valley Security returns to perform the job, another walk-through will be performed to discuss where additional cameras might be installed to improve campus security.
- The boiler in the high school is currently not functioning. Allan has contacted Silver Tip Plumbing to begin troubleshooting the problem and fix the boiler before temperatures drop below freezing. Due to the age of the boiler the school may be looking at having to replace the unit. Currently, Allan is using the classroom mini-split units to supplement heat in the school.

4.2. Superintendent Report (5 minute report)

 [1-8-2025-Superintendent's Report.pdf](#)

 [Staff Satisfaction- ALL.pdf](#)

 [20250106 SECURITY.pdf](#)

Additional Items:

- Hot Springs School District has been identified as one of the few districts eligible to apply for the 2024 Montana Reads Literacy Grant. This grant is designed to help schools improve the literacy skills of students in districts serving the highest percentages of disadvantaged students. For more information, Mr. Chouinard will view a webinar on Friday, January 10th.
- The Montana Youth Challenge Academy is located in Dillion, MT, and is an intervention program to help Montana teens who are not on track to graduate with a high school diploma. Through this partnership, any Hot Springs student who completes the MYCA program would receive a Hot Springs diploma, and Hot Springs Schools would be able to count the student towards ANB. Mr. Chouinard has invited Steve Love to the February meeting to discuss the program.

4.3. Athletic Director Report (5 minute report)

 [AD REPORT 1-25.pdf](#)

4.4. Budget Review

 [12-24 General Fund Budget vs. Actual.pdf](#)

 [12-24 Board Fund Review.pdf](#)

5. New Business

5.1. Recommend to Approve/Disapprove Substitutes & Volunteers, Pending Background Check

5.1.1. Debra Mota - Volunteer Bus Aide

**Motion:**

Recommend to approve Debra Mota as a volunteer bus aide for the remainder of the 2025 school year. Move to approve Debra Mota as a volunteer bus aide for the remainder of the 2025 school year.

Motion moved by Jennifer Christensen and motion seconded by Mandie DePoe. Passed

5.1.2. Kelly Van Der Gang - Substitute

**Motion:**

I recommend that Kelly Van Der Gang be approved as a substitute for the remainder of the 2025 school year. Move to approve Kelly Van Der Gang as a substitute for the remainder of the 2025 school year.

Motion moved by Lynette Ek and motion seconded by Jennifer Christensen. Passed

6. Old Business

7. February Agenda Items

8. Superintendent Evaluation - Closed Session (Executive Session)

The Board wants to table the evaluation until Trustee White is in attendance. The evaluation will be rescheduled for January 29, 2025, at 7:00 p.m.

**Motion:**

Move to table the Superintendent evaluation until January 29, 2025.

Motion moved by Jennifer Christensen and motion seconded by Mandie DePoe. Passed

9. Adjourn

8:14 pm

**Motion:**

Motion moved by Jennifer Christensen and motion seconded by Mandie DePoe. Passed