DeSmet School District #20

Board of Trustees Regular Meeting
6:00 pm Monday, August 18, 2025
Held in school library

Regular Meeting Agenda

I. Call to Order/Pledge of Allegiance.

A. Heather Burgad/Trustee called the meeting to order at 6:09pm.

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

Trustees not present: Brock Belgarde.

A. Vicki Richards
B. Caitie Bloom and Ellie Michels.
C. Justin Metcalf,
D. Sigrid Sheie/Trustee
E. Hollie Timmons/Trustee
F. Synthia Wendell/Trustee
G. Heather Burgad/Trustee
H. Letter to staff

III. Recognition of Students and Staff.

Mr Driessen recognized all the people who covered for him while he was out, hiring staff, maintenance, and the front office.

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IV. Board Correspondence:

A. Action: Letter From Vicki Richards

A motion was made to table the request from Vicki Richards By Synthia Wendell seconded by Sigrid Sheie. The motion was carried unanimously.

V. Business Manager's Report

A. Action: Review/Approval of Minutes from JUNE 19,2025 AND July 14.2025

A motion was made to approve the meetings from 6.19.25 with date change made by Sigrid Sheie and seconded By Synthia Wendell. The motion was carried unanimously.

A motion was made to approve the minutes from 7.14.25 by Sigrid Sheie and seconded by Synthia Wendell. The motion was carried unanimously.

B. Action: Review/Approval of Warrants
June and July WARRANTS and Credit Card Payments

A motion was made to approve the June and July Warrants by Synthia Wendell and seconded by Hollie Timmons. This motion was carried unanimously.

C. Review of Budget Reports:
FY26 Budget Status. Budget on hold until all the needed reports come back from county finance.

D. Discussion/Action of policy series 4000 - 8000 for first Approval.
4000- Motion made to accept the 4000 series in the policy, with changes as discussed, made by Sigrid Sheie and seconded by Hollie Timmons. Motion carried unanimously.

5000- Motion made to accept the 5000 series in the policy manual with changes as discussed made by Hollie Timmons and seconded by Sigrid Sheie Motion was carried .

6000- Motion made to accept the 6000 series in the policy manual with changes as discussed made by Sigrid Sheie and seconded by Synthia Wendell.

7000- Motion made to accept the 7000 series in the policy manual with changes as discussed made by Synthia Wendell and seconded by Sigrid Sheie.

8000- Motion made to accept the 8000 series in the policy manual with changes as discussed made by Synthia Wendell and seconded by Sigrid Sheie.

E. Action: Approve the district entering into an agreement with the Bank Of Montreal to use their P-Card program.
    a. Helpful Information and Handbook

A motion was made to approve the agreement with the bank of montreal by Hollie timmons and seconded by Synthia Wendell/Trustee .
This motion was carried unanimously.

F. Action: Approval of the disposal of records.

A motion was made to approve the Disposal of records Hollie Timmons by Sigrid Sheie and seconded by

This motion was carried unanimously.

G. Action: Approval of Brock Belgard, Hollie Timmons and Sigrid Sheie to be authorized to sign warrants for DeSmet School District 20.

A motion was made to table the approval of Brock Belgard, Hollie Timmons and Sigrid Sheie by Sigrid Sheie and seconded by Synthia Wendell.

This motion was carried unanimously.

H. Review of the FY24 Audit.

A motion was made to table the FY 24 AUDIT by Sigrid Sheie and seconded by Synthia Wendell.

This motion was carried unanimously.

VI. Superintendent's Report:

A. Approval of Staff Handbook for the 2025-2026 school year.

A motion was made to approve the 2025-2026 Staff Handbook by Sigrid Sheie and seconded by Hollie Timmons.

This motion was carried unanimously.

B. Approval of Student Handbook for the 2025-2026 school year.

A motion was made to approve the 2025-2026 Student Handbook by Sigrid Sheie and seconded by Synthia Wendell/Trustee.

This motion was carried unanimously.

VII. Personnel Report

Motion to table personnel Report A,B,C,D,E made by Sigrid Sheie and seconded by Synthia Wendell/Trustee. Motion carried unanimously.

A. Approve:Erika Borstad moving down in the matrix, to $21.30 for providing proof of her degree.

B. Approve Caitie Bloom Lane change to $53,200 Lane 7 Step 6 for completing Masters level credits.
C. Approve $7000 stipend for Dan Patterson as SPED director to come out of the Tuition Levy.
D. Approve $3500 stipend Chris Morigeau for SPED room lead to come out of the Tuition Levy.
E. Approve $3500 stipend for Tim Johnson as Safety officer to come out of Building Reserve.
F. Approve withdrawal of job offer for Kurt Wambaugh.

    Motion to withdraw the job offer for Kurt Wambaugh made by Sigrid Sheie and seconded by Hollie Timmons

G. Approve Hire Of Sarah Phelps Paraprofessional at $18.90 an hour plus an extra $1 an hour for Direct Specialty Care to come out of the Tuition Levy.
    a. Motion to hire Sarah Phelps paraprofessional at $18.90 an hour at rate amended by Sigrid Sheie and seconded by Sythia Wendell. Motion carried unanimously.

VIII. Committee Updated

IX. Upcoming Meeting:
Aug 25, 2025 6pm in the school library.

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

XI. Adjourn.
Motion to adjourn by Synthia Wendell/Trustee at 8:32 and seconded by Hollie Timmons motion carried unanimously.