

# **BOARD MINUTES**

**June 16, 2021**

A regular meeting of the Board of Trustees for Shepherd School District #37 was held Wednesday, June 16, 2021 in the Board Room of the Administration Building. Vice Chair, Julie Hinkle called the meeting to order at 6:30pm.

Pledge of allegiance was recited.

Members present: Shane Flowers and Julie Hinkle.

Superintendent – Drea O’Donnell, Clerk – Janice Ripley, MS Principal/AD – Rich Hash, and Robert Trotter – Transportation Supervisor were present for the entire meeting.

At this time Vice Chair, Julie Hinkle stated that a quorum of the Board was not present. Therefore, she tabled the meeting until Tuesday, June 22, 2021 at 6:30pm

Vice Chair, Julie Hinkle resumed the tabled meeting at 6:30pm Tuesday, June 22, 2021.

Members present: Julie Hinkle, Carl Parker, Shane Rekdal, and Shayne Vandivort. Shane Flowers participated in the meeting by phone.

Members excused: Jeff Branson and Carl Openshaw.

Superintendent – Drea O’Donnell, Clerk – Janice Ripley, Elem. Principal – Autumn Arlian, MS Principal/AD – Rich Hash, and AD in Training - Tina Downing were present for the entire meeting. High School Principal – KJ Poepping participated in the meeting through electronic meeting option.

## **CONSENT AGENDA**

An Elementary motion was made by Shane Rekdal, seconded by Julie Hinkle, to approve the Elementary business claims and accounts, to include May claims 130690 - 130755.

A High School/Joint motion was made by Shayne Vandivort, seconded by Carl Parker, to approve the High School business claims and accounts, to include May claims 130690 – 130755, and the May regular meeting minutes.

Both motions passed unanimously.

## **HEARING OF THE PUBLIC**

None

## **COMMUNICATIONS**

None

## **INFORMATIONAL**

- 1) Building use requests: As posted in the agenda.
- 2) Water Report
- 3) Nurse's Report
- 4) Resignations:
  - Steve Fogle – Custodian
  - Dirk VandenBerg – HS Football
- 5) MOU with Yellowstone County for SRO – This will be on the next agenda as an action item.
- 6) Missing Children

No Action

## **OLD BUSINESS**

### **Building Project Update**

Jeff Niles updated the Board on the construction progress. They have done some paving and striping in the new parking lots, and finishing touches are being completed in the main building. The reconstruction phase in the High School has officially begun as the demolition portion has been completed and the re-construction is beginning.

### **Propane**

Updated propane bids and service information from Valley Farmer Supply, Rocky Mountain Propane, AmeriGas, and Silvertip Propane were reviewed.

A High School/Joint motion was made by Shayne Vandivort, seconded by Carl Parker, to approve Valley Farmers Supply for the 2021-2022 propane contract.

Motion passed unanimously.

## **NEW BUSINESS**

### **Human Resources**

#### **HS / Joint**

Richard Smith (Sub Driver promoting to Route Driver – Bus 4)  
Tina Downing – Concession Manager  
Salome Antonio - Custodian

#### **HS**

KJ Poepping – Driver's Ed.

#### **Elementary**

Alesia Styren – Elementary Student Council Advisor  
Olivia Hintz – Elementary Title 1 Teacher

Sub list is attached to the agenda.

An Elementary motion was made by Shane Rekdal, seconded by Julie Hinkle, to approve hiring the coaches, custodian, and substitutes as listed.

A High School/Joint motion was made by Carl Parker, seconded by Shane Rekdal, to approve the coaches, custodian, advisors, and substitutes as listed.

Both motions passed unanimously.

### **Out-of-District Students**

It was recommended to approve the one MS student as an Out-of-District student for the 2021-2022 school year.

An Elementary motion was made by Shane Rekdal, seconded by Shane Flowers, to approve the Out-of-District student for the 2021-2022 school year.

The motion passed unanimously.

### **Pioneer Bus Route Request**

A High School/Joint motion was made by Carl Parker, seconded by Shayne Vandivort, to approve the Pioneer Bus Route through Shepherd's District for daycare services.

Motion passed unanimously.

### **Insurance Renewals**

It was recommended to remain with MSGIA for our property/liability insurance and workers compensation carrier for the 2021-2022 school year. Our rates did go up this year, and they are still helping us to repair from the 2019 hailstorm damage.

A High School/Joint motion was made by Shayne Vandivort, seconded by Shane Rekdal, to approve the renewal of the school's property/liability and workers compensation coverages through MSGIA for the 2021-2022 school year.

Motion passed unanimously.

### **Student Insurance**

Quotes from two companies were reviewed. It was recommended to remain with the Gerber Insurance Coverage for the 2021-2022 school year.

A High School/Joint motion was made by Shane Rekdal, seconded by Carl Parker, to approve the use of Gerber Life Insurance Company for our student insurance for the 2021-2022 school year.

Motion passed unanimously.

### **Athletic Medicine and Performance (AMP) Contract**

A High School/Joint motion was made by Shane Rekdal, seconded by Carl Parker, to approve the contract with Athletic Medicine and Performance (AMP) for the upcoming 2021-2022 school year.

Motion passed unanimously.

### **HS Advisors**

It was recommended to approve the HS Advisor list as presented.

A High School/Joint motion was made by Shayne Vandivort, seconded by Shane Rekdal, to approve the list of advisors for the 2021-2022 school year as presented.

Motion passed unanimously.

### **ESSER II Spending**

It was recommended to approve the technology items we would like to purchase using ESSER II funds.

A High School/Joint motion was made by Shane Rekdal, seconded by Carl Parker to approve the technology purchase of TVs/overlays/stands as well as the additional laptops to facilitate remote learning with the use of ESSER II funds.

Motion passed unanimously.

### **Declaration of Unforeseen Emergency**

This is to protect the District during a closure by Declaration of Emergency.

A High School/Joint motion was made by Shayne Vandivort, seconded by Shane Rekdal, for the Board of Trustees of Shepherd School District to declare an unforeseen emergency within the meaning of that term as set forth in Title 20, Chapter 9, Part 8, to become immediately effective and to continue through June 30, 2022, or until terminated by a vote of the Board of Trustees. The declaration is necessary due to community and school health concerns related to COVID-19. The Board of Trustees authorizes the administrator to take necessary steps to execute this declaration and inform the public and government agencies of this declaration.

Motion passed unanimously.

### **1900 Series Policy Updates**

1900-Temporary COVID-19 Policies

1901-School District Policy and Procedures

1903-School District Meetings and Gatherings

1905-Student, Staff and Community Health and Safety  
1906-Student Instruction  
1906P-Student Instruction  
1907-School District Declaration of Emergency  
1908-Family Engagement  
1908F-Family Onsite Opt-Out Form  
1909-Human Resources and Personnel  
1910-Personnel Use of Leave  
1910F1-Emergency Paid Sick Leave – Employee Request Form  
1911-School District Budget Adoption Amendment and Audit  
1912-School District Elections Rescheduled Due to Emergency

It was recommended to approve the new updates to the 1900 Series Policies for the upcoming 2021-2022 school year with the corrections noted.

A High School/Joint motion was made by Shane Rekdal, seconded by Carl Parker to approve the new updates to the 1900 Series Policies for the upcoming 2021-2022 school year, this includes the termination of Policies 1908 and 1908F allowing families to opt-out of onsite instruction.

Motion passed unanimously

### **Safe Return to School and Continuity of Services Policies and Shepherd Schools 2021-2022 Plan**

It was recommended to approve the Safe Return to School and Continuity of Services Plan and the Shepherd Schools 2021-2022 Plan to submit to the state to ensure our District can obtain ESSER II and ESSER III funds. Both items will be posted on the web site.

A High School/Joint motion was made by Carl Parker, seconded by Shane Rekdal to approve the Safe Return to School and Continuity of Services Plan and the Shepherd Schools 2021-2022 Plan as presented.

Motion passed unanimously.

### **Spending of June Funds**

An Elementary motion was made by Shane Rekdal, seconded by Shane Flowers, to approve the transfer of any monies available at the end of June to the compensated absence fund and/or multi-district agreement fund.

A High School/Joint motion was made by Shayne Vandivort, seconded by Carl Parker, to approve the transfer of any monies available at the end of June to the compensated absence fund and/or multi-district agreement fund.

Motion passed unanimously.

## **STANDING COMMITTEE REPORTS**

- Facilities Committee – The design team and facilities committee will meet every other Monday at 1:00pm. Each week there will be areas of the construction project discussed with the construction and architect groups. Please join the meetings if you are at all able to do so.
- Policy Committee – The policy committee will continue to meet and bring policies to the Board that need review. A policy committee meeting needs to be set for August.
- Negotiations Committee – No update at this time.

## **ADMINISTRATION REPORTS**

The Administrators recapped their reports.

## **EXECUTIVE SESSION**

None

## **OPEN SESSION TOPICS FOR NEXT MEETING**

MOU with Deputy

## **EXECUTIVE SESSION TOPICS FOR NEXT MEETING**

None.

## **ANNOUNCEMENTS**

None.

## **ADJOURNMENT**

Time of adjournment: 7:34pm.