

# **BOARD MINUTES**

**August 18, 2021**

A regular meeting of the Board of Trustees for Shepherd School District #37 was held Wednesday, August 18, 2021 in the Board Room of the Administration Building. Chairman, Carl Openshaw called the meeting to order at 6:30pm.

Pledge of allegiance was recited.

Members present: Jeff Branson, Carl Openshaw, Shane Flowers, Carl Parker, Shane Rekdal, and Shayne Vandivort.

Members excused: Julie Hinkle.

Superintendent – Drea O’Donnell, Clerk – Janice Ripley, Elem. Principal – Autumn Arlian, MS Principal – Rich Hash, High School Principal – KJ Poepping, AD - Tina Downing, and Transportation Supervisor – Robert Trotter were present for the entire meeting.

## **CONSENT AGENDA**

An Elementary motion was made by Shane Flowers, seconded by Shane Rekdal, to approve the Elementary business claims and accounts, to include June claims 130756 – 130841 and July claims 130842 - 130908.

A High School/Joint motion was made by Shayne Vandivort, seconded by Shane Rekdal, to approve the High School business claims and accounts, to include June claims 130756 – 130841 and July claims 130842 – 130908 and the approval of the regular June meeting minutes.

Both motions passed unanimously.

## **HEARING OF THE PUBLIC**

Julia Vondra spoke to the Board regarding her opinion that children should not have to wear masks at school.

## **COMMUNICATIONS**

None

## **INFORMATIONAL**

- 1) Building use requests: As posted in the agenda.
- 2) Water Report
- 3) Nurse’s Report
- 4) Resignations:
  - Wendy Ruggles – Track
  - Nicole Barney – HS Math
  - Sierra Laughridge – Kindergarten Teacher

Emma Oyler – Asst. Speech and Drama Coach

- 5) YBGR Contract
- 6) Missing Children
- 7) Bus Inspections

No Action

## **OLD BUSINESS**

### **Building Project Update**

Jeff Niles updated the Board on the construction progress. Kitchen testing is scheduled for next Monday, fire test passed today, the state inspectors were here today and will be back next Tuesday. The fire alarm equipment has some issues but will be ready. The Drain field pumps are in the ground and the pumps in the tanks are scheduled to be installed tomorrow. The elevator inspection is scheduled for the end of next week.

### **MOU with Yellowstone County for SRO**

An updated MOU was reviewed. The SRO for 2020-2021 school year was only onsite for the second half of the year. Therefore, a new agreement was needed. Shepherd School is scheduled to have an SRO onsite all year for the 2021-2022 school year.

### **Updated Job Corps Memorandum of Understanding**

This agreement allows the school to retain credit if a student enrolls in the Job Corps program. This agreement is reviewed every year.

A High School motion was made by Shane Rekdal, seconded by Jeff Branson, to approve the updated agreement with the Job Corps for the 2021-2022 school year.

Motion passed unanimously.

### **Opening of Schools/COVID Update**

At this time, masks are optional at Shepherd School. If something changes, families will be notified of the change as soon as possible.

As of right now, in accordance with President Biden's Executive Order 13998, school buses are considered public transportation. Therefore, masks are required on school buses at this time.

A High School/Joint motion was made by Carl Parker, seconded by Shane Rekdal, that in the event of a change needed to the mask policy, Mrs. O'Donnell will make immediate necessary decisions and the Board will meet within 48 hours to make a formal decision.

Motion passed unanimously.

## **NEW BUSINESS**

### **Human Resources**

#### Elementary

Cindy Burns – Elementary Art/Music

Zac Rupe – MS Head Football Coach (pending fingerprint results)

Tina Downing – 5<sup>th</sup> 6<sup>th</sup> Grade Girls Basketball Coach

Jason Latimer – MS Asst. Football Coach

Christina Warren – MS Asst. Track Coach

Michaela Toegel – MS Head Track Coach

Heather Ekness – MS Asst. Track Coach

#### HS/Joint

Donabelle Watanabe – Custodian

Amber Williams – Head HS Tack Coach

John Nydegger – Asst. HS Track Coach

Sam Sheets – Head Golf Coach

Michaela Toegel – National Honor Society Advisor

Lisa Carpenter – HS Student Council Advisor

Kari Drange – Pep Band Coach

An Elementary motion was made by Jeff Branson, seconded by Shane Rekdal, to approve hiring the employees as listed.

A High School/Joint motion was made by Shayne Vandivort, seconded by Carl Parker, to approve hiring the employees as listed.

Both motions passed unanimously.

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

It was recommended to approve the Out-of-District students for the 2021-2022 school year. Elementary – 16, Middle School – 1, High School – 3.

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

A High School motion was made by Jeff Branson, seconded by Shayne Vandivort, to approve the Out-of-Districts students for the 2021-2022 school year.

Both motions passed unanimously.

**Policies 3510, 3121, 3150, 3311, 3413, 2600, 2600P, 2600F, 2170, 2170P, 3110, 1310, 2050, 2100, 2410, 2410P, 2221, 5226, 4332, 4315, 5223, 3310, 2332, 3233, 3550, 3550F, 4211.**

The listed policies were reviewed by the Policy committee for their first reading. Now are being brought to the Board for their second reading. It was recommended to approve the listed policies.

A High School/Joint motion was made by Shane Rekdal, seconded by Jeff Branson, to approve the second reading of the Board Policies as listed.

Motion passed unanimously.

**Final Reading 4330F**

The Building Use Request form was updated. It was recommended to approve the Building Use Request form as presented.

A High School/Joint motion was made by Jeff Branson, seconded by Carl Parker, to approve the updated Building Use Request form.

Motion passed unanimously.

**Open Account for Freshman Class**

It was recommended to open an account for the incoming Freshman Class and close the account for the Class of 2021.

A High School/Joint motion was made by Carl Parker, seconded by Shane Flowers, to approve opening an account for the incoming Freshman Class and close the account for the Class of 2021.

Motion passed unanimously.

**Records Retention-Destroy Request**

It was recommended to approve the Records Retention request as presented.

A High School/Joint motion was made by Shayne Vandivort, seconded by Jeff Branson, to approve the Records Retention request as presented.

Motion passed unanimously.

**MOA with SEA for 21-22 School Year**

It was recommended to approve the MOA with the Shepherd Education Association for the 21-22 school year.

A High School/Joint motion was made by Jeff Branson, seconded by Shane Rekdal, to approve the MOA with the Shepherd Education Association for the 21-22 school year.

Motion passed unanimously.

### **ATM Agreement**

It was recommended to approve the agreement with AFS Montana to place an ATM in the HS lobby for games.

A High School/Joint motion was made by Shane Flowers, seconded by Shane Rekdal to approve the agreement with AFS Montana to place an ATM in the HS lobby for games.

Motion passed unanimously.

### **MOU Montana State University-Billings**

It was recommended to approve the MOU with Montana State University-Billings for dual enrollment courses offered to our Shepherd High School students.

A High School Motion was made by Carl Parker, seconded by Shayne Vandivort, to approve the MOU with Montana State University-Billings for dual enrollment courses for the 2021-2022 school year.

Motion passed unanimously.

### **Removal of Science Chemicals**

The High School Science Lab has many chemicals that need to be disposed of. A quote was received from Beartooth Environmental to dispose of the unused chemicals. Due to the cost of the quote, the Board tabled this item to next month's agenda, to allow time to search for an alternative disposal option.

### **Ambulance Service for Varsity Football**

It was recommended to approve the use of Eagle Ambulance service during varsity football games for the 21-22 football season.

A High School Motion was made by Jeff Branson, seconded by Shane Rekdal, to approve the use of Eagle Ambulance service during varsity football games for the 21-22 football season.

Motion passed unanimously.

### **FFA National Convention**

It was recommended to approve the FFA students attending the National FFA Convention unless there are restrictions or issues that arise, due to COVID, in the future.

A High School Motion was made by Carl Parker, seconded by Shane Rekdal, to approve the FFA students attending the National FFA Convention unless there are restrictions or issues that arise, due to COVID, in the future.

Motion passed unanimously.

### **ESSER III Spending**

It was recommended to approve purchasing the following items using ESSER III funds. If these items are Board approved they will be added to the ESSER III grant application.

High School Locker room ventilation - \$40,000

5 Year subscription for READ 180 - \$30,420

AC and New HVAC units in classrooms - \$69,804.00

Multipurpose Room Thermostat Controls - \$11,209.00

Montana Digital Academy Student Digital Licensing (\$123/student/semester, 25 students/semester. 50 students/year - 4 years) - \$24,600.00

We also have a plan to implement an after school program and a summer for the next couple of years. This will be taken out of ESSER III funds. We plan on running it from 4-5 Monday, Tuesday and Thursday for the after school program. We do not have a set plan for the summer program at this time.

After school programs and summer programs are being developed. The after school program will run Monday, Tuesday, Thursday from 4-5. Teachers will be paid to plan and to teach. The summer learning loss program had not been set yet.

#### **Administrative Information:**

I just recently talked with the state and determined our APR plan had been accepted with the state. We can now move onto the grant application for ESSER III funds. Some items on our list to put on the grant application are over my spending limit. We do not have the grant application complete. It is due by September 1. As we have started putting it together, we have a few items that needed board approval so far. The rest of the items will be communicated through Friday notes and brought to the board in September.

High School Locker room ventilation - \$40,000 - This is an estimate. We only need estimates in the grant and can change this later on with the actual amount when we move forward with the ventilation process.

5 Year subscription for READ 180 - \$30,420 - We currently use this program in the MS and HS for low level readers. We can use ESSER funds to continue this program for another 5 years.

AC and New HVAC units in classrooms - \$69,804.00 - These are new units in the old classrooms that we can install with ESSER funds to improve ventilation.

Multipurpose Room Thermostat Controls - \$11,209.00 - This is to allow each new classroom in the multipurpose room to have individual controls for their rooms instead of only one. We put this in ESSER to remove it from the bond.

Montana Digital Academy Student Digital Licensing (\$123/student/semester, 25 students/semester. 50 students/year - 4 years) - \$24,600.00 - Due to new legislation, MDA can now start requiring schools to pay for the credit students use to replace required classes. These funds are to allow us to do that for the next couple of years. We can also make an amendment if we need funds for this category later on.

After school programs and summer programs are being developed. The after school program will run Monday, Tuesday, Thursday from 4-5. Teachers will be paid to plan and to teach: \$40/hr for 1 hour each day, 3 days a week. The summer learning loss program had not been set yet.

A High School/Joint motion was made by Shayne Vandivort, seconded by Jeff Branson, to approve the use of ESSER III funding for the items listed.

Motion passed unanimously.

### **Handbooks**

The following handbooks were reviewed, Classified Staff, Purchasing, Advisor. It was recommended to approve the handbooks as presented.

A High School/Joint motion was made by Shane Flowers, seconded by Shane Rekdal, to approve the classified, advisor and purchasing handbooks.

Motion passed unanimously.

### **2020-2021 Trustee Reports**

The Elementary and High School 2020-2021 Trustee Reports were reviewed.

An Elementary motion was made by Shane Rekdal, seconded by Shane Flowers, to approve the Elementary 2020-2021 Trustee Report as presented.

A High School motion was made by Jeff Branson, seconded by Shayne Vandivort, to approve the High School 2020-2021 Trustee Report as presented.

Both motions passed unanimously.

### **2021-2022 Revenue Budgets**

The 2021-2022 Elementary and High School Revenue Budgets were reviewed.

An Elementary motion was made by Shane Flowers, seconded by Shane Rekdal, to approve the 2021-2022 Elementary Revenue Budget report as presented.

A High School motion was made by Carl Parker, seconded by Shane Flowers, to approve the 2021-2022 High School Revenue Budget report as presented.

Both motions passed unanimously.

### **STANDING COMMITTEE REPORTS**

- Facilities Committee – The design team and facilities committee will meet every other Monday at 1:00pm. The next meeting is scheduled for August 23<sup>rd</sup> at 1:00pm in the Boardroom.
- 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 scheduled for late September or October prior to the Board meeting.
- Negotiations Committee – Met with SEA on the 17<sup>th</sup>. It was a good meeting and a tentative agreement was reached, awaiting approval of the union members and ratification by the Board.

### **ADMINISTRATION REPORTS**

The Administrators recapped their reports.

### **EXECUTIVE SESSION**

None

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

Disposal of the science chemicals.

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

None.

### **ANNOUNCEMENTS**

None.

### **ADJOURNMENT**

Time of adjournment: 7:44pm.