

# **BOARD MINUTES**

**August 16, 2023**

A regular meeting of the Board of Trustees for Shepherd School District #37 was held Wednesday, August 16, 2023 in the Board Room of the New Addition. Chairman, Carl Openshaw called the meeting to order at 6:30pm.

Pledge of allegiance was recited.

Members present: Jeff Branson, Shane Flowers, Julie Hinkle, Carl Openshaw, and Justin Peterson

Members excused: Shane Rekdal and Shayne Vandivort

Superintendent – Drea O’Donnell, Clerk – Kinsey Szillat, Elementary School Principal – Autumn Arlian, Middle School Principal – Rich Hash, High School Principal – KJ Poepping, AD – Tina Downing, and Transportation Director – Bobby Trotter were present for the entire meeting.

## **CONSENT AGENDA**

An Elementary motion was made by Julie Hinkle, seconded by Shane Flowers, to approve the Elementary business claims and accounts, to include June claims 132474 – 132531 and July claims 132532 - 132607.

A High School/Joint motion was made by Shane Flowers, seconded by Jeff Branson, to approve the High School business claims and accounts, to include June claims 132474 – 132531 and July claims 132532 – 132607, and the approval of the June regular meeting minutes and July special meeting minutes.

Both motions passed unanimously.

## **HEARING OF THE PUBLIC**

None.

## **COMMUNICATIONS**

### **Donation**

A donation was made to Wrestling Athletic fundraising by Nancy Snyder in memory of Larry Willson.

## **INFORMATIONAL**

- 1) Building use requests: As posted in the agenda.
- 2) Water Report
- 3) Nurse’s Report: None

- 4) Resignations:
  - Jasmin Schlotter – MS Paraprofessional
  - Blake Berumen – Head MS Football Coach
  - Laura Moen – Elementary Teacher
  - Monty Harrison – BPA Advisor
  - Caitlin Kessler – MS Track Coach
  - Jodie Kuzo – Daycare Aide
  - Jennifer Ryan – Elementary Teacher
- 5) Missing Children
- 6) Finalsite Contract:

Finalsite is the communication system we use to notify parents through text, emails, and phone calls. We have signed a 5 year contract that will be paid yearly through the use of Schoolwide funds.
- 7) Bus Inspections:

Buses were inspected on August 14, 2023.

No Action

## **OLD BUSINESS**

### **ARP - ESSER**

We have wrapped up our ESSER II funds and have a little bit of money left in ARP-ESSER III funds. Once that money is spent we will be completely done spending the funds we received due to COVID.

### **Construction Project Update**

There is approximately \$26,000.00 left in the bond. The Board will be provided with updated quotes for replacing the shop heaters at the next meeting. Bond money can be used to help pay for the heaters.

### **Final Reading of Policies 2105, 2110, 2112, 2120, 2120P, 2123, 2130, 2130P, 2131, 2132, 2133, 2133P, 2140P, 2151, 2152, 2153, 2156, 2157, 2157P**

A High School/Joint motion was made by Justin Peterson, seconded by Julie Hinkle, to approve Policies 2105, 2110, 2112, 2120, 2120P, 2123, 2130, 2130P, 2131, 2132, 2133, 2133P, 2140P, 2151, 2152, 2153, 2156, 2157, 2157P.

The motion passed unanimously.

## **NEW BUSINESS**

### **Human Resources**

#### **Middle School**

Amber Kistenmacher – Paraprofessional  
Jodie Kuzo - Paraprofessional

### High School

Rachel Steiner – BPA Advisor

### Daycare

Amanda Sandquist – Daycare Aide

### Athletics

Jason Latimer – Head MS Football Coach

Heather Ekness – Assistant HS Track Coach

Heather Davis – Assistant Golf Coach

Lilli Cox – Head Speech Drama Debate Coach

Alexandria Bohle – Assistant Speech Drama Debate Coach

Matt Viren – Assistant MS Football Coach

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

A High School/Joint motion was made by Justin Peterson, seconded by Shane Flowers, to approve hiring the employees as listed.

Both motions passed unanimously.

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

#### 2023-2024 School Year

Elementary – 12

Middle School – 2

High School - 3

An Elementary motion was made by Jeff Branson, seconded by Shane Flowers, to approve the out-of-district students for the 2023-2024 school year.

A High School motion was made by Julie Hinkle, seconded by Shane Flowers, to approve the out-of-district students for the 2023-2024 school year.

Both motions passed unanimously.

### **Athletic Events**

Due to heat concerns the football team is requesting to have practice after 6:00pm on Wednesday, August 23<sup>rd</sup> which is in violation of Policy 2157P. The wrestling schedule changed due to a conflict and Red Lodge changed the meet to Wednesday, December 20<sup>th</sup>. Attending a meet on a Wednesday night is in violation of Policy 2157P.

A High School/Joint motion was made by Justin Peterson, seconded by Julie Hinkle, to approve High School football to practice after 6:00pm on Wednesday, August 23<sup>rd</sup>, 6:00-7:55pm due to heat concerns and for the wrestling team to attend the Red Lodge emet on Wednesday, December 20<sup>th</sup>.

The motion passed unanimously.

### **Open Account for Freshman Class**

A High School motion was made by Julie Hinkle, seconded by Jeff Branson, to approve opening an account for the freshman Class of 2027 and closing the account for the Class of 2023.

The motion passed unanimously.

### **Records Retention-Destroy Request**

A High School/Joint motion was made by Shane Flowers, seconded by Jeff Branson, to approve the records retention request as presented through the use of a shredding company.

The motion passed unanimously.

### **Bus Routes 2023-2024**

A High School/Joint motion was made by Julie Hinkle, seconded by Jeff Branson, to approve the 2023-2024 bus routes as presented.

The motion passed unanimously.

### **Graduation Date**

A High School motion was made by Jeff Branson, seconded by Shane Flowers, to approve May 19, 2024 at 11:00am as the date for graduation.

The motion passed unanimously.

### **Transportation Agreement with Pioneer**

Pioneer would like to enter into an agreement with Shepherd to allow one student of theirs to ride the Shepherd bus to YBGR. We will charge them a daily rate of \$24.92.

A High School/Joint motion was made by Justin Peterson, seconded by Julie Hinkle, to approve the transportation agreement with Pioneer School District for the 2023-2024 school year.

The motion passed unanimously.

### **21-22 Audit**

A High School/Joint motion was made by Julie Hinkle, seconded by Justin Peterson, to approve the 21-22 Audit Report.

The motion passed unanimously.

**Second Reading of Policies 1005, 1006, 1007, 1009, 1010, 1110, 1400, 1650, 1700, 2050, 2132, 2140, 2158, 2167, and 2168**

A High School/Joint motion was made by Shane Flowers, seconded by Justin Peterson, to approve Policies 1005, 1006, 1007, 1009, 1010, 1110, 1400, 1650, 1700, 2050, 2132, 2140, 2158, 2167, and 2168.

The motion passed unanimously.

**Handbooks**

A High School/Joint motion was made by Jeff Branson, seconded by Julie Hinkle to approve the classified, advisor, teacher, substitute, transportation, and purchasing handbooks for the upcoming 23-24 school year.

The motion passed unanimously.

**2022-2023 Trustee Reports**

The Elementary and High School 2022-2023 Trustee Reports were reviewed.

An Elementary motion was made by Julie Hinkle, seconded by Shane Flowers, to approve the 2022-2023 Trustee Report as presented.

A High School motion was made by Jeff Branson, seconded by Justin Peterson, to approve the 2022-2023 Trustee Report as presented.

Both motions passed unanimously.

**2023-2024 Revenue Budgets**

The 2023-2024 Elementary and High School Revenue Budgets were reviewed.

An Elementary motion was made by Shane Flowers, seconded by Jeff Branson, to approve the 2023-2024 Revenue Budgets are presented.

A High School motion was made by Justin Peterson, seconded by Julie Hinkle, to approve the 2023-2024 Revenue Budgets as presented.

Both motions passed unanimously.

**Personnel Issue – Possible Closed Session**

The Board Chair moved this to the end of the meeting.

## **STANDING COMMITTEE REPORTS**

- Policy Committee – the policy committee will continue to meet and bring policies to the board that need to be reviewed. A policy committee meeting needs to be set for September.
- Safety Committee –The committee will meet on September 20<sup>th</sup> at 5:30pm.

## **ADMINISTRATION REPORTS**

The Administrators recapped their reports.

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

None.

At 7:05pm the Board Chair moved the meeting to executive session for the Personnel Issue.

## **EXECUTIVE SESSION**

The Board resumed open session at 7:12pm.

An Elementary motion was made by Julie Hinkle, seconded by Jeff Branson, to allow the teacher as listed to break their contract for the upcoming 23-24 school year.

The motion passed unanimously.

## **ANNOUNCEMENTS**

None

## **ADJOURNMENT**

Time of adjournment: 7:14pm.