

BOARD MINUTES

October 14, 2020

A regular meeting of the Board of Trustees for Shepherd School District #37 was held Wednesday, October 14, 2020 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, Julie Hinkle, Carl Parker, Shane Rekdal, and Shayne Vandivort.

Members excused: Jeff Branson and Carl Openshaw.

Superintendent – Drea O’Donnell, Clerk – Janice Ripley, MS Principal/AD – Rich Hash, Elem. Principal - Autumn Arlian, HS Principal – KJ Poepping, 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 September claims 130184 – 130258.

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 September claims 130184 – 130258, and the approval of the September regular meeting minutes.

Both motions passed unanimously.

HEARING OF THE PUBLIC

New teacher Nicole Newell, Elementary 3rd grade math, introduced herself to the Board.

INFORMATIONAL

- 1) Building use requests: As posted in the agenda.
- 2) Water
- 3) Nurse’s Report
- 4) Resignations:
Katie Hageman – Elem. Paraprofessional, Megan Hoban – Kitchen Helper
- 5) Missing Children

No Action

OLD BUSINESS

Building Project Update

Jeff Niles of Langlas Construction advised the Board that all the concrete slabs are poured and polishing is being done on various areas. The new building will start arriving Monday, October 19, 2020. A total of nine semis will deliver the building. Five are scheduled to unload Monday, two at 9:00am, two at 11:00am, and one at 1:00pm, avoiding the dropping off and picking up of students. The other 4 will arrive Tuesday and Wednesday. The building will start going vertical the week of October 19th.

Friday, October 16, 2020 at 8:00am the construction company, Superintendent, and maintenance personnel will do a walk through punch list of the areas that are considered complete. If any members of the Board would like to attend, they are welcome.

The Board was updated on the progress of the new septic system. The CTE portion of the system is slated to be completed by the end of October. The current septic system has a broken flow meter. The school has the option to fix the flow meter or not, however, it will not affect the working of the current system. Sanderson Stewart would like to see it fixed as they have been trying to retrieve the flow of waste water from the current Elementary building. If it is less than what the DEQ is currently figuring, there is a possibility that the main portion of the new system will be able to be reduced in size. This would be a cost savings to the project.

COVID Update

The newest ruling from the Yellowstone County Health Department is that no tournaments will be allowed this fall in Yellowstone County. Playoff games will be allowed as only two teams are involved. This year's District and Divisional Volleyball Tournaments are scheduled in towns out of Yellowstone County. A modified version of the normal tournament is being developed so that they can end their season with some sense of normalcy.

Shepherd School has had one adult and three students diagnosed with COVID since the first PIR day 8/17/2020.

NEW BUSINESS

Human Resources

High School/Joint

- Chelsea Gertsch – Substitute Teacher (pending fingerprint results)
- Jennifer Reitz – Substitute Teacher (current bus driver)
- Darcel Mayes – Substitute Kitchen Helper (pending fingerprint results)

- Karla Aus – Substitute Kitchen Helper (pending fingerprint results)

Elementary

- Amber Hemmer - Paraprofessional

It was recommended to hire the listed staff pending fingerprint results.

An Elementary motion was made by Shane Flowers, seconded by Shane Rekdal to approve hiring the employees and substitutes as listed.

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

Both motions passed unanimously.

Out-of-District Students

- Elementary – 1
- Middle School – 1

It was recommended to approve the listed Out-Of-District Students for the 2020-2021 school year.

An Elementary motion was made by Shane Flowers, seconded by Shane Rekdal, to approve the Out-of-District Students for the 2020-2021 school year.

Motion passed unanimously.

First Reading – Policies 9000, 9100, 9110, 9210, 9230, 9231, 9231P, 9232, 9233, 9240, 9242, 9243, 9244, 9245, 9261, 9300, 9310, 9320, 9321, 9322, 9330, 9340

9000	9231P	9245	9322
9100	9233	9261	9330
9110	9240	9300	9340
9210	9242	9310	
9230	9243	9320	
9231	9244	9321	

The above listed policies are School Facilities policies. It was recommended to approve these School Facilities policies for first reading.

A High School/Joint motion was made by Carl Parker, seconded by Shane Flowers, to approve the policies as listed.

Motion passed unanimously.

Teacher Work Days

It was recommended to change the school calendar to reflect a change for October 26, 2020 and November 30, 2020. These two days are currently scheduled as Pupil Instruction

days and the Administration would like to have them changed to teacher work days with no instruction for students. This will give the teachers a couple of days to help with their work load balancing in-school and virtual instruction. Mr. McKinney, SEA president, assured the Board that this would not break any part of the current negotiated agreement. The change would not affect student aggregate hours, as there are four snow days written into the calendar. The change will use two of those days.

A High School/Joint motion was made by Shane Flowers, seconded by Shayne Vandivort to approve changing the Pupil Instruction Days for October 26, 2020 and November 30, 2020 to teacher work days with no instruction for students.

Motion passed unanimously.

COVID Online Teaching Additional Pay

It was proposed to offer the teaching staff, nurse, and administrators a \$1,700.00 additional pay for the extra hours they put in, outside of the scope of their regularly scheduled hours, in an effort to keep our students safe and educate them. This money would come from the State COVID funds.

There was discussion regarding the classified staff not receiving this additional pay. It was explained that they are hourly employees and it is expected that if they put in extra hours outside of their regularly scheduled hours due to COVID, they would be putting these hours on their timesheet. Which they would then be compensated for.

A High School/Joint motion was made by Carl Parker, seconded by Shane Flowers to approve the \$1,700.00 additional pay for all certified teachers, administrators, and school nurse from the State COVID fund.

Motion passed unanimously.

Transportation Agreement with Custer

Custer has a student that needs to be transported to Yellowstone Boys and Girls Ranch daily. They would like to make an agreement with Shepherd School to allow their student to ride the Shepherd bus from Pryor Creek to YBGR and back daily, following the Shepherd School Calendar. Custer students will abide by all Shepherd School Board policies and Transportation Handbook regulations pertaining to student transportation while on Shepherd's bus.

A High School/Joint motion was made by Shane Flowers, seconded by Shane Rekdal, to approve entering into a transportation contract with Custer to allow a student of theirs to ride the Shepherd bus to YBGR.

Motion passed unanimously.

Individual Transportation Contract

This item does not need approval. The student no longer lives in the Shepherd District.

Administration/Board Discussion

Mr. Flowers stated that he felt some tension between the Administration and the Board at the last meeting, and asked for some discussion time regarding this to put it to rest.

The administrators stated that they felt like they were being micromanaged at times and would like to have the freedom to manage their buildings as they have in the past. They would hope that the Board has confidence in their decision making, as the Board has hired them to make those decisions. They asked that if a Board member is questioning a decision made by a principal, that they would contact that principal directly instead of going through the Superintendent. The principals would like the Board members to use the chain of command philosophy and start with the source. The administrators assured them that any communication between a Board member and themselves would be communicated to the Superintendent.

The Board agreed that the administrators were hired to make those decisions and that it works both ways. If an administrator feels there is a problem, they should take it to the Board member they feel is having an issue with it.

Open communication both ways is very important.

Personnel Issue – Possible Closed Session

The Vice-Chair stated that she would be moving this item to the end of the meeting since it is a possible closed session. This would allow the audience to hear the rest of the meeting without being asked to leave and come back because of a closed session.

STANDING COMMITTEE REPORTS

- Facilities Committee – The design team and facilities committee will meet every other Monday in the Board Room at 1:00pm. Each week there will be areas of the construction project that will be discussed with the construction and architect groups.
- 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 November prior to the Board meeting.
- Negotiations Committee – The negotiations committee is not currently meeting this month.

ADMINISTRATION REPORTS

The Administrators recapped their reports.

Personnel Issue – Possible Closed Session

At this time the Vice-Chair said that the meeting would be going into closed session. She thanked everyone for coming and asked that everyone except the Board, Clerk, Superintendent, and Elementary Principal please leave.

At 8:13pm the Board went into executive session to discuss a personnel issue.

The Board resumed open session at 8:20pm.

An Elementary motion was made by Shane Flowers, seconded by Shane Rekdal, to approve the additional leave time of 12 weeks for Cindy Todd. During this time, the school district will continue to pay their portion of her health insurance. The employee will be responsible for her portion of the insurance during the additional 12 weeks. She will also agree to return to Shepherd and teach next year, or the health insurance paid by the district during the additional 12 weeks must be repaid by Cindy.

Motion passed unanimously.

EXECUTIVE SESSION

None

OPEN SESSION TOPICS FOR NEXT MEETING

None

EXECUTIVE SESSION TOPICS FOR NEXT MEETING

None.

ANNOUNCEMENTS

None.

ADJOURNMENT

Time of adjournment: 8:23pm.