

BOARD MINUTES

August 12, 2020

A regular meeting of the Board of Trustees for Shepherd School District #37 was held Wednesday, August 12, 2020 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, Shane Flowers, Julie Hinkle, Carl Openshaw, Carl Parker, and Shayne Vandivort.

Members present by phone: Shane Rekdal.

Superintendent – Drea O’Donnell, Clerk – Janice Ripley, MS Principal/AD – Rich Hash, and Elem. Principal - Autumn Arlian were present for the entire meeting. HS Principal – KJ Poepping joined electronically.

CONSENT AGENDA

An Elementary motion was made by Julie Hinkle, seconded by Jeff Branson, to approve the Elementary business claims and accounts, to include June claims 129980 – 130045 and July claims 130046 – 130112.

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 June claims 129980 – 130045 and July claims 130046 – 130112, and the June and July regular and special meeting minutes.

Both motions passed unanimously.

HEARING OF THE PUBLIC

None

COMMUNICATIONS

INFORMATIONAL

- 1) Building use requests: As posted in the agenda.
- 2) Water
- 3) Nurse’s Report
- 4) Resignations; Tamara Evans – HS Paraprofessional, Maria Knight – Asst. SPDR Coach
- 5) Missing Children

No Action

OLD BUSINESS

Building Project Update

Brian from Sanderson Stewart updated the Board on the process of the new septic system. Ground water is still being monitored and will continue to be through the agricultural irrigation season. The portion that houses the CTE Building has been split off from the main system with the DEQ. The hope is that it will be approved by mid-September with the remaining project being approved mid-October. Depending on the monitoring results, it may require a new system plan before DEQ will approve it.

Jason from Langlas Construction stated that things are being finished in the Phase 1 plan and moving right along for construction of the new main building. The footings have been dug and the foundations will be poured soon. The metal building is supposed to be here September 25, 2020.

The Board visited with Jeff Niles requesting a tour of the construction project. A tour has been scheduled for Tuesday, August 18, 2020 at 8:00am.

Reopening of Schools Update

Mrs. O'Donnell reviewed the previously approved reopening plan and how it would change with the new mask mandate from the Governor.

Final Reading – Policies 5120, 5223, 5328P, 5329, 5329P, 5330, 5232, 5430F, 7260, 7520

A High School/Joint motion was made by Julie Hinkle, seconded by Carl Parker, to approve the final reading of the listed policies.

NEW BUSINESS

Human Resources

High School/Joint

- Rebecca Groves – Student Worker (school year custodian)

Elementary

- Sydnea Lopez – 6th Grade Volleyball Coach
- Rich Hash – 8th Grade Boys Basketball Coach

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

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

Both motions passed unanimously.

Policy 3416P2

3416P2 is an added protocol to follow state law MCA 20-5-421 which is for the emergency use of epinephrine in a school setting.

A High School/Joint motion was made by Carl Parker, seconded by Shane Flowers, to approve policy/procedure 3416P2 for its first and final reading.

Motion passed unanimously.

Records Retention-Destroy Request

Every year, some records that are 10 years old may be destroyed. All the records that are on the list provided are records that can be destroyed after 10 years.

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

Motion passed unanimously.

Open Account for Freshman Class

A High School motion was made by Jeff Branson, seconded by Julie Hinkle, to approve the opening of an account for the freshman class and closing the account for the Class of 2020.

Motion passed unanimously.

Out-of-District Students

- Elementary – 13
- Middle School – 1
- High School – 4

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

A High School motion was made by Shayne Vandivort, seconded by Carl Parker, to approve the Out of District Students for the 2020-2021 school year.

Both motions passed unanimously.

MOA for COVID-19 Pandemic 20-21 School Year.

The MOA with the Shepherd Education Association was reviewed. Mrs. O'Donnell said one section may have to be re-visited at the end of December.

A High School/Joint motion was made by Julie Hinkle, seconded by Carl Parker, to approve the MOA with the Shepherd Education Association for the 20-21 school year.

Motion passed unanimously.

Athletic/Activities Pay for 20-21 School Year

Mrs. O'Donnell explained how stipends for athletic/activities coaches and advisors will change this year due to the COVID-19 pandemic. Any in-district coach that requested monthly payments of their stipend will have them divided up between four months instead of 12. If for some reason the season is called off, then they would only be paid for the months they actually coached. This evolved because of the complications last year when school was called off in March as some coaches had been paid all year for their stipend but their season hadn't started yet when the Governor called off school.

A High School/Joint motion was made by Shane Flowers, seconded by Shayne Vandivort, to approve the changes in the activities and athletic pay for the 2020-2021 school year.

Motion passed unanimously.

First Reading – Policies 3520, 3550, 3550F, 7215, 8225, 8301, 8550

A High School/Joint motion was made by Julie Hinkle, seconded by Jeff Branson to approve the first reading of policies 3520, 3550, 3550F, 7215, 8225, 8301, 8550.

Motion passed unanimously.

Handbooks

Purchasing, Classified, and Advisor, handbooks were reviewed.

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

Motion passed unanimously.

Cleaning Company

At this time the school is short custodial staff. With the sanitizing mandates from the COVID-19, two of the schools' after school custodians are going to be utilized during the daytime hours to keep things wiped down and bathrooms cleaned. Therefore, they won't be available to vacuum and clean classrooms during the evening hours as they normally do. Some research into a cleaning service was done, and several companies were

contacted. If they are hired, they would be used at this time to clean the Elementary and the on-staff custodians would concentrate on the Middle School and High School. This can be re-evaluated after this school year.

A High School/Joint motion was made by Jeff Branson, seconded by Julie Hinkle, to approve the hiring of Eva's Cleaning Service for the 20-21 school year.

Motion passed unanimously.

Recommitment to SPED Co-Op

It was recommended to approve a three-year commitment to the Eastern Yellowstone Special Education Cooperative.

A High School motion was made by Julie Hinkle, seconded by Jeff Branson, to approve of the three-year commitment to the Eastern Yellowstone Special Education Cooperative.

Motion passed unanimously.

Superintendent Evaluation Meeting

The Board discussed setting up a work meeting to discuss what they would like to see on the Superintendent's evaluation. It was decided to set the work meeting for Tuesday, August 25, 2020 at 6:30pm in the Administration Board Room.

Trustees Reports

The 2019-2020 Elementary and High School Trustees Reports were reviewed.

An Elementary motion was made by Jeff Branson, seconded by Julie Hinkle to approve the 2019-2020 Trustees Report as presented.

A High School motion was made by Shayne Vandivort, seconded by Jeff Branson to approve the 2019-2020 Trustees Report as presented.

Both motions passed unanimously.

Revenue Budgets

The 2020-2021 Revenue Budgets have been completed, with the exception of some additional funding that may be appropriated to the transportation budgets from the Governor's Office due to COVID. If it is decided that this additional money will need to be added to the budgets, it will not affect the tax burden/mills on our local taxpayers. Therefore, the Clerk asked the Board to approve the Budgets knowing it is possibility That the transportation budgets may change. The State is to send more information to schools by August 24, 2020 and the budget reports have to be taken to the County by August 25, 2020.

An Elementary motion was made by Julie Hinkle, seconded by Shane Flowers to approve the 2020-2021 Revenue Budgets as presented.

A High School motion was made by Shane Flowers, seconded by Julie Hinkle to approve the 2020-2021 Revenue Budgets as presented.

Both motions passed unanimously.

STANDING COMMITTEE REPORTS

- Facilities Committee – The design team and facilities committee will meet every Monday in the Board Room at 3:00pm. 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 September prior to the Board meeting.

ADMINISTRATION REPORTS

The Administrators recapped their reports. There are a lot of unknowns at this time due to new and always changing directives from the Governor, MHSA, OPI, MTSBA, and the County Health Director. The Superintendent will keep the Board and staff apprised of changes to the schools' plan as they arise.

EXECUTIVE SESSION

None

OPEN SESSION TOPICS FOR NEXT MEETING

EXECUTIVE SESSION TOPICS FOR NEXT MEETING

None.

ANNOUNCEMENTS

None.

ADJOURNMENT

Time of adjournment: 8:49pm.