

# **BOARD MINUTES**

**November 13, 2019**

A regular Board Meeting of the Trustees of Shepherd School District #37 was held Wednesday, November 13, 2019 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, Shane Rekdal, and Shayne Vandivort.

Superintendent/Curriculum Director – Drea O’Donnell, Clerk – Janice Ripley, High School Principal - KJ Poepping, MS Principal/AD – Rich Hash, and Administrator intern - Rob Nyby were present for the entire meeting.

## **CONSENT AGENDA**

The lunch expenditure reports were reviewed.

An Elementary motion was made by Julie Hinkle, seconded by Julie Hinkle, to approve the Elementary business claims and accounts, to include October claims 129530 – 129599.

A High School/Joint motion was made by Shayne Vandivort, seconded by Julie Hinkle, to approve the High School business claims and accounts, to include October claims 129530 – 129599, the 8/29/19 and the October 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) Resignations: None
- 4) Missing Children
- 5) Nurse’s Report
- 6) Fall Enrollment Counts
- 7) Architect and Contractor Project Schedule

Mr. Kanning explained that there will be two phases to the project. The first phase will be the remodel of restrooms and construction of the weight room and CTE addition. These areas will be done by August 2020. Phase two will include the new building, demolition of the Annex Buildings, and remodel of classrooms and other areas of the current buildings. This phase will be done August 2021.

There will be a groundbreaking celebration in March 2020.

No action.

## **OLD BUSINESS**

### **Bond Discussion**

Bridget Ekstrom from DA Davidson was present to review the time line for the bond sale, the interest, and to answer any questions the Board had. She advised the Board that the 60-day protest period passed 11/9/19 without any protest. The Bond committee will meet 12/2/19 and again 12/4/19 to lock in interest rates. A resolution will be on the December agenda and the money should be released to the School about 12/19/19, if all goes as planned.

No action.

### **Architect and Contractor Contracts**

An Elementary motion was made by Shane Flowers, seconded by Julie Hinkle, to enter into contract with Collaborative Design as the architect and Langlas Construction as the contractor for the building bond project.

A High School/Joint motion was made by Carl Parker, seconded by Jeff Branson, to enter into contract with Collaborative Design as the architect and Langlas Construction as the contractor for the building bond project.

Both motions passed unanimously.

### **ACV Hail Damage Report**

The insurance company sent their report for the coverage on the two Annex buildings. The school has chosen to not put any more money into the two buildings as they will be torn down during the construction project. The insurance company has advised that the total coverage of the two buildings, if they were going to be renovated, would be \$73,774.16, with depreciation of \$21,814.92, leaving \$51,959.24 as actual cash value. This money can be spent as the District chooses. The Board asked that it be kept in a separate fund so they can spend it on the project(s) as they decide.

It was also discussed, that the school should get a contractor's estimate, as to the actual cost to renovate those two buildings, and compare those figures with the insurance company figures. Jason from Langlas volunteered to do that estimate for the School.

## **NEW BUSINESS**

### **Human Resources**

The sub list is the only new hiring for the month.

A High School/Joint motion was made by Shane Flowers, seconded by Shayne Vandivort, to hire the substitutes as listed.

Motion passed unanimously.

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

None

### **MS Library Requirement Variance**

It was recommended to approve moving forward with the MS Library requirement variance with the State. Mrs. O'Donnell explained the State's requirement for Librarians and explained how it negatively affects Shepherd because with the State's TEAMS report, we are classified as having three schools. The variance, if approved by the State, will be good for two years and then the process will need to be repeated.

An Elementary motion was made by Julie Hinkle, seconded by Shane Rekdal to approve the MS Library requirement variance with the State.

Motion passed unanimously.

### **School Board Policies and Procedures**

These policies deal with Educating Children with Disabilities. The School is working through a Voluntary Resolution Agreement with OCR. Part of this process requires that the Board review these policies and procedures, and approve as written.

A High School/ Joint motion was made by Shane Flowers, seconded by Carl Parker to re-approve these policies and procedures as presented.

Motion passed unanimously.

### **Standing Committees**

The standing committee members were reviewed and changed. The changes included, deleting Scott Carter from all committees, replacing him with Drea O'Donnell, and removing Trainee notation from Shane Flowers on the Facilities Committee.

A High School/Joint motion was made by Julie Hinkle, seconded by Jeff Branson to accept the Board Committees with the changes as discussed.

Motion passed unanimously.

### **Policy and Procedure Discussion**

Mrs. O'Donnell presented information from MTSBA about their policy services for school districts. She inquired of the Board about proceeding with policy review meetings and if the Board would like to go with one of the MTSBA programs for policy

maintenance. It was decided they would continue meeting a half hour before a regularly scheduled meeting to review policies that need updating.

### **Superintendent Contract**

An Elementary motion was made by Julie Hinkle, seconded by Jeff Branson to accept the proposed Interim Superintendent Contract as presented.

A High School/Joint motion was made by Shane Flowers, seconded by Carl Parker to accept the proposed Interim Superintendent Contract as presented.

Both motions passed unanimously.

### **Superintendent Search**

Julie Hinkle reached out to MTSBA about the cost and process of having them handle the Superintendent Search for the School. She distributed, to the Board, information that she received from MTSBA. At this time the opening has been posted to the school's website, SAM, and OPI. Some applications have been received at this time. It was decided to have a special meeting on Tuesday, November 19, 2019 to review the applications that have been received and make a decision at that point about using MTSBA for the search or continuing on our own.

### **STANDING COMMITTEE REPORTS**

The design team and facilities committee will meet every Monday from now through March at 4:00pm. Each week there will be areas of the construction project that are discussed and designed with the construction and architect groups.

### **ADMINISTRATION REPORTS**

The Administrators reviewed their reports.

### **Executive Session**

None

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

None.

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

None.

### **ANNOUNCEMENTS**

None.

**ADJOURNMENT**

Time of adjournment: 8:12pm.