

# **BOARD MINUTES**

**May 17, 2023**

A regular meeting of the Board of Trustees for Shepherd School District #37 was held Wednesday, May 17, 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, Justin Peterson, Shane Rekdal, and Shayne Vandivort

Members excused: None.

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 Jeff Branson, seconded by Julie Hinkle, to approve the Elementary business claims and accounts, to include April claims 132313 - 132375.

A High School/Joint motion was made by Shayne Vandivort, seconded by Justin Peterson, to approve the High School business claims and accounts, to include April claims 132313 – 132375 and the approval of the April regular meeting and April special meeting minutes.

Both motions passed unanimously.

## **HEARING OF THE PUBLIC**

None.

## **COMMUNICATIONS**

None.

## **INFORMATIONAL**

- 1) Building use requests: As posted in the agenda.
- 2) Missing Children
- 3) Water Report
- 4) Resignations:  
Kolby Dietz - Paraprofessional
- 5) Nurse’s Report

- 6) Daycare – CACFP Program:  
Cindy Todd gave an update to the Board about the success of the daycare. The state would like to use Shepherd Sprouts as an example for other schools/daycares because of how successful Cindy has been with her use of the school's food services.
- 7) MHSA Proposals – 8<sup>th</sup> Grade Participation:  
Three coaches were in attendance to present their plan to allow 8<sup>th</sup> grade participation in High School activities. A discussion was had between the coaches and Board members and it was ultimately decided to place the proposal on the June meeting agenda to be voted on.

No Action

## **OLD BUSINESS**

### **COVID-19 Reopening Update**

A survey is being sent out on May 18, 2023 to the stakeholders to get feedback on what they feel is the best use of the ESSER funds or where they see a need for the school for the upcoming year.

No Action.

### **Construction Update**

None.

### **Final Reading of Policies 1105, 1111, 1111P, 1240, 1332P, 1401, 1420P, 1441P, 1531, 1635, 1710, 3143**

A High School/Joint motion was made by Shayne Vandivort, seconded by Julie Hinkle, to approve Policy 1105 to keep the board member qualification section and of policies 1111, 1111P, 1240, 1332P, 1401, 1420P, 1441P, 1531, 1635, 1710, and 3143 for the final reading.

The motion passed unanimously.

## **NEW BUSINESS**

### **Human Resources**

#### **Elementary School 2023-2024**

Steven Heppner – Custodian

Jamie Williams – Title I Teacher

Dancia Greenfield – 2<sup>nd</sup> grade Teacher

#### **Middle School 2023-2024**

Sean Cox – MS Art

Daycare  
Cindy Todd  
Jodie Kuzo

Summer Custodians 2023-2024  
Cindy Glinwood  
Donabelle Watanabe  
Cindy Sieler  
Carson O'Donnell  
Steven Heppner

Adult Ed  
Heather Davis – Adult Ed Coordinator

Kitchen 2023-2024  
Barb Hochhalter  
Beth Campbell  
Heather Lear  
Darcy Mayes

Transportation 2023-2024  
Deb Cossitt  
Judy Parra  
Jerry Williams  
Michael Schnoor  
Summer Nelson  
Richard Smith  
Denise Bacon  
Steven Heppner  
Wayne Butler

Athletics  
Hayley Johnson – Assistant HS Volleyball Coach

Substitute list as attached

An Elementary motion was made by Julie Hinkle, seconded by Shane Rekdal, to approve hiring the elementary and middle school staff as listed.

A High School/Joint motion was made by Shane Rekdal, seconded by Justin Peterson, to approve hiring the high school staff as listed.

Both motions passed unanimously.

**Out-of-District Students**

2023-2024 School Year  
Elementary – 10  
Middle School – 7

High School – 4

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

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

Both motions passed unanimously.

### **Re-appoint Superintendent as Authorized District Representative**

Every year the school has to appoint an Authorized District Representative. The appointee is usually the School's Superintendent.

A High School/Joint motion was made by Jeff Branson, seconded by Julie Hinkle, to appoint the Superintendent as the Authorized District Representative for 2023-2024.

The motion passed unanimously.

### **MHSA Dues, Concussion & Catastrophic Insurance**

It was recommended to approve the MHSA dues and the Concussion & Catastrophic Insurance for the 2023-2024 school year. This is done annually so the High School can participate in sports.

A High School motion was made by Justin Peterson, seconded by Shayne Vandivort, to approve the MHSA dues and the Concussion & Catastrophic Insurance for the 2023-2024 school year.

The motion passed unanimously.

### **MTSBA Dues, Trustee Insurance**

A High School/Joint motion was made by Jeff Branson, seconded by Julie Hinkle, to approve the MTSBA Dues and Trustee Insurance for 2023-2024.

The motion passed unanimously.

### **Montana Cooperative Services Food Contract**

A High School/Joint motion was made by Shane Flowers, seconded by Shane Rekdal, to approve the Montana Cooperative Services Food Bid for 2023-2024.

The motion passed unanimously.

### **YBGR Contract for CSCT**

It was recommended to approve continuing the contract with YBGR for the CSCT program for 2023-2024.

A High School/Joint motion was made by Julie Hinkle, seconded by Jeff Branson, to approve continuing the contract with Yellowstone Boys and Girls Ranch CSCT program for 2023-2024.

The motion passed unanimously.

### **Propane Bid**

The Board was presented with three propane bids for the 2023-2024 school year.

A High School/Joint motion was made by Julie Hinkle, seconded by Shane Rekdal, to approve the propane bid from Valley Farmers for the 2023-2024 school year.

The motion passed unanimously.

### **Computer Purchases – Teacher Desktops**

The Board was presented with two quotes for 20 new desktop computers for teachers.

An High School motion was made by Jeff Branson, seconded by Shane Flowers, to approve the purchase of teacher desktop computers for the 2023-2024 school year from Bytespeed with the use of technology funds.

The motion passed unanimously.

### **Consider Termination and Removal of Temporary Emergency Policies Numbered 1900-1912**

A High School/Joint motion was made by Shane Flowers, seconded by Julie Hinkle, to terminate the Temporary Emergency Policies numbered 1900-1912, direct the administration to remove the policies and related procedures from the policy manual and work with necessary stakeholders to enact this motion.

The motion passed unanimously.

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

An updated MOU with the Yellowstone County for our SRO for the 2023-2024 school year was presented.

A High School/Joint motion was made by Julie Hinkle, seconded by Justin Peterson, to approve the MOU with Yellowstone County for an SRO for the 2023-2024 school year.

The motion passed unanimously.

### **Approve County Running Elections for 2023-2024**

A High School/Joint motion was made by Shane Rekdal, seconded by Jeff Branson, to approve Yellowstone County running all school elections for the 2023-2024 school year.

The motion passed unanimously.

### **Board Reorganization**

At 8:20pm, the Board Chair turned the meeting over to the Superintendent for reorganization. Mrs. O'Donnell swore in Shane Rekdal and Shane Flowers for another 3-year term. Both were elected in the May election. Mrs. O'Donnell also swore in Shayne Vandivort for another 3-year term, elected by acclamation.

Jeff Branson nominated Carl Openshaw as Board Chair and Julie Hinkle seconded the nomination. No other nominations were voiced. Carl Openshaw was unanimously elected Board Chair for the 2023-2024 school year. He then took over the Board meeting and called for nominations for Vice Chair.

Jeff Branson nominated Julie Hinkle as Vice Chair and Shayne Vandivort seconded the nomination. Julie Hinkle was unanimously elected Vice Chair for the 2023-2024 school year.

Carl Openshaw nominated the appointment of Kinsey Szillat as District Clerk for the 2023-2024 school year, Julie Hinkle seconded it. Kinsey Szillat was unanimously appointed as District Clerk for the 2023-2024 school year.

### **STANDING COMMITTEE REPORTS**

- Insurance Committee – the insurance committee has been successful in choosing a new insurance carrier for our employees. We have wrapped up the enrollment process and are ready for a July 1 start date.
- Policy Committee – the policy committee met before the board meeting and will meet again in June.
- CTE Committee – the new CTE committee will meet on May 22<sup>nd</sup> at 7:00pm.

### **ADMINISTRATION REPORTS**

The Administrators recapped their reports.

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

None

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

None

**ANNOUNCEMENTS**

None

**ADJOURNMENT**

Time of adjournment: 8:40pm.