

# **BOARD MINUTES**

**May 15, 2024**

A regular meeting of the Board of Trustees for Shepherd School District #37 was held Wednesday, May 15, 2024 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: Julie Hinkle, Carl Openshaw, Justin Peterson, Shane Rekdal, and Shayne Vandivort.

Members excused: Jeff Branson and Shane Flowers.

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

## **CONSENT AGENDA**

An Elementary motion was made by Shane Rekdal, seconded by Julie Hinkle, to approve the Elementary business claims and accounts, to include April claims 133150 – 133209.

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 133150 – 133209, and the approval of the April regular meeting minutes and the April special meeting minutes.

Both motions passed unanimously.

## **HEARING OF THE PUBLIC**

None.

## **ANNUAL ORGANIZATION OF BOARD**

At 6:40pm, the Board Chair turned the meeting over to the Superintendent for reorganization. Mrs. O'Donnell swore in Carl Openshaw for another 3-year term. Mr. Openshaw was elected in the May election.

Julie Hinkle nominated Carl Openshaw as Board Chair and Shayne Vandivort seconded the nomination. No other nominations were voiced. Carl Openshaw was unanimously elected Board Chair for the 2024-2025 school year. He then took over the Board meeting and called for nominations for Vice Chair.

Shayne Vandivort nominated Julie Hinkle as Vice Chair and Shane Rekdal seconded the nomination. Julie Hinkle was unanimously elected Vice Chair for the 2024-2025 school year.

Shane Rekdal nominated the appointment of Kinsey Szillat as District Clerk, Julie Hinkle seconded it. Kinsey Szillat was unanimously appointed as District Clerk for the 2024-2025 school year.

### **ADMINISTRATION**

The Administrators recapped their reports.

### **INFORMATIONAL**

- 1) PTO Playground Information:  
Josette Barthule, PTO President, presented to the Board information on the new playground improvements that are being done by the elementary PTO. They hope to have work begin on the elementary recess field the beginning of June. The PTO has raised \$12,000.00 with a Read-a-thon and also received a \$5,000.00 grant to pay for these improvements. The estimated cost is around \$8,500.00.
- 2) Building use requests: As posted in the agenda.
- 3) Missing Children
- 4) Water Report
- 5) Resignations:  
Sean Cox – Middle School Art  
Todd Rose – Head Golf Coach  
Amanda Bogan – Elementary Paraprofessional  
Heather Ekness – High School Student Council Advisor
- 6) Nurse's Report
- 7) Drug Testing Transportation:  
Billings Clinic OT currently does the drug testing for our bus drivers. They are closing their OT clinic. The drivers will now be included with the classified staff and be tested by Chemnet.
- 8) TRS Audit
- 9) Milligan Data

No Action

### **OLD BUSINESS**

#### **HS/MS Front Entry**

Two bids were presented to the Board for replacing the High School/Middle School front entry doors. Kings Door & Glass provided a bid of \$18,300.00. Dale & Jax Door & Glass Inc provided a bid of \$37,950.00.

A High School/Joint motion was made by Julie Hinkle, seconded by Shane Rekdal, to approve replacing High School/Middle School front entry doors with Kings Doors.

The motion passed unanimously.

### **Camera System Upgrade**

The District currently uses Mountain Alarm for security systems and has several cameras that are no longer working or are very poor quality. The Board was presented with multiple bids:

Mountain Alarm Hikvision cameras - \$21,403.65

Mountain Alarm Speco cameras - \$25,674.80

Verkada cameras - \$29,351.00 + web based fee each year

Kelly Connect Rhombus cameras – \$47,500.00

T.E.S.T. Company –

4 Micro cameras - \$3,249.57 (48 cameras would be \$39,807.23)

4 Standard Line cameras - \$4,950.42

4 Enterprise cameras - \$7,556.01

150 + 2 NVR to replace all cameras - \$114,949.63

A High School/Joint motion was made by Julie Hinkle, seconded by Shane Rekdal, to approve the upgrades to our camera security system through Mountain Alarm.

The motion passed unanimously.

### **NEW BUSINESS**

#### **Human Resources**

##### New Hires 2024-2025 School Year

Stephanie Bushnell – Ag Ed Teacher \*Pending Background Check

Aspen Jonas – High School Art Teacher

Marc Dorfman – High School Science Teacher

Danielle Zaparynuk – Middle School Art Teacher

Maggie Ogden – Elementary 2<sup>nd</sup> Grade Teacher

Rachel Stratman – High School Science Teacher \*Pending Background Check

Natasha Zabel – High School Paraprofessional \*Pending Background Check

Jasmin Schlotter – High School Paraprofessional

##### Summer Maintenance Crew

Brayden McKnight – student worker

Catherine Bilden – student worker part-time

Acadius Bermes – student worker part-time

Cindy Glinwood

Cindy Sieler

Faith Russell – part-time (.8)

Donabelle Watanabe

Athletics 2024-2025

Hope Mikkelson – Middle School Cheer Coach

Amber Desmarais – High School Cheer Coach

Kaiden Deveraux – High School Assistant Football Coach

Hunter Morse – High School Assistant Football Coach

Zac Rupe – High School Assistant Football Coach

Riley Barta – High School Volunteer Football Coach

John Nydegger – High School Volunteer Football Coach

Adult Ed Director

Allie Walker

Transportation

Debora Cossitt

Judy Parra

Jerry Williams

Mike Schnoor

Summer Nelson

Denise Bacon

Wayne Butler

Melissa Tuengel

Ron Schwindt

Advisors

Aspen Jonas – Art Club

Rachel Steiner – BPA

Kari Drange – Choir

Janessa Fisk – FCCLA

Stephanie Bushnell – FFA

Kari Drange – Key Club

Amy Peterson – Library

Mikaela Toegel – NHS

Kari Drange – Pep Band

Tana Luptak – Spanish Club

Megan Logan – Yearbook

Amy Farris – Senior Class Advisor

Cindy Sundheim – Senior Class Advisor

Katlyn Cumber – Junior Class Advisor

Megan Logan – Junior Class Advisor

Rachel Steiner – Sophomore Class Advisor

Mikaela Toegel – Freshman Class Advisor

Craig McKinney – MS Student Council

Craig McKinney – MS Yearbook

Alesia Styren – Elementary Student Council

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

A High School/Joint motion was made by Justin Peterson, seconded by Shayne Vandivort, to approve the high school and transportation staff, along with the sub list as presented.

Both motions passed unanimously.

### **Out of District Students**

An Elementary motion was made by Shane Rekdal, seconded by Julie Hinkle, to approve the out-of-district students for the 2024-2025 school year as attached.

A High School motion was made by Shayne Vandivort, seconded by Justin Peterson, to approve the out-of-district students for the 2024-2025 school year as listed.

Both motions passed unanimously.

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

Each 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 Justin Peterson, seconded by Julie Hinkle, to appoint the Superintendent as the Authorized District Representative for the 2024-2025 school year.

The motion passed unanimously.

### **After School Program**

Sara Schreiner, the owner of the Sunshine Academy Daycare and Preschool presented a proposal to the Board to hold an after school program at the school for the 2024-2025 school year. Sara and her husband currently own and run before and after school and summer programs in Laurel. The hours of the proposed program would be from school dismissal until 6:00PM on all school days. If there was enough interest they would also consider a before school session. The program would be located in the elementary gym and possibly an empty classroom depending on enrollment. To use the school the Sunshine Academy would pay a monthly rent with the amount dependent upon number of children enrolled in the program with the lowest monthly rent being \$450.00 and the highest being \$1,080.00. The Sunshine Academy would provide all of their own staffing.

A High School/Joint motion was made by Shane Rekdal, seconded by Justin Peterson, to approve the Sunshine Academy to hold an after school program at Shepherd for the 2024-2025 school year.

The motion passed unanimously.

### **Approve County Running Elections for 2024-2025**

A High School/Joint motion was made by Shayne Vandivort, seconded by Julie Hinkle, to approve the Yellowstone County running all school elections for the 2024-2025 school year.

The motion passed unanimously.

### **YBGR Contract for CSCT**

A High School/Joint motion was made by Julie Hinkle, seconded by Shane Rekdal, to approve continuing the contract with Yellowstone Boys and Girls Ranch CSCT Program for 2024-2025.

The motion passed unanimously.

### **Propane Bid**

The Board was presented with two propane bids for the 2024-2025 school year.

A High School/Joint motion was made by Justin Peterson, seconded by Shane Rekdal, to approve the propane bid from Valley Farmers Supply for the 2024-2025 school year.

The motion passed unanimously.

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

It was recommended to approve the MHSA Dues and the Concussion & Catastrophic Insurance for the 2024-2025 school year. This is done annually so the High School can participate in sports.

A High School motion was made by Julie Hinkle, seconded by Shayne Vandivort, to approve the MHSA Dues and Concussion and Catastrophic Insurance for 2024-2025.

The motion passed unanimously.

### **Athletic Medicine and Performance (AMP) Contract**

A High School motion was made by Justin Peterson, seconded by Julie Hinkle, to approve the contract with Athletic Medicine and Performance (AMP) for 2024-2025.

The motion passed unanimously.

### **Milligan School Data – Parent Surveys**

The Board was presented with survey results from the Milligan Data survey sent to parents in April.

No Action.

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

A High School/Joint motion was made by Julie Hinkle, seconded by Shane Rekdal, to approve the MTSBA Dues and Trustee Insurance for 2024-2025.

The motion passed unanimously.

### **K-8 Math Curriculum Purchase**

A High School/Joint motion was made by Shayne Vandivort, seconded by Julie Hinkle, to approve the purchase of the new/additional math programs from Go Math/Into Math with the use of elementary SRS money and ESSER III funds.

The motion passed unanimously.

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

A High School/Joint motion was made by Justin Peterson, seconded by Shane Rekdal, to approve the Montana Cooperative Services Food Bid for 2024-2025.

The motion passed unanimously.

### **Personnel Contract Issue – Possible Closed Session**

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

### **STANDING COMMITTEE REPORTS**

- Policy Committee – Policy Committee needs to meet in May.
- Handbook Committee – Handbook Committee needs to review the advisor handbook prior to the June Board meeting.
- Facilities Committee – The committee will need to meet once the wrestling group has information to provide to the Board.

At 7:49pm the Board Chair moved the meeting to executive session for the Personnel Contract Issue.

**EXECUTIVE SESSION – Personnel Contract Issue**

The Board resumed open session at 8:01pm.  
No action.

**ANNOUNCEMENTS**

None

**ADJOURNMENT**

Time of adjournment: 8:02pm.