

BOARD MINUTES

August 20, 2025

A regular meeting of the Board of Trustees for Shepherd School District #37 was held Wednesday, August 20, 2025 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: Shane Flowers, Julie Hinkle, Carl Openshaw, Justin Peterson, Shane Rekdal, Austin Schlosser, and Shayne Vandivort.

Members excused: None.

Superintendent – Drea O’Donnell, Clerk – Kinsey Szillat, Elementary Principal – Autumn Arlian, Middle School Principal – Rich Hash, High School Principal – KJ Poepping, and High School AD – Tina Downing, Middle School AD – Dan Hansen, and Transportation Director – Bobby Trotter were present for the entire meeting.

CONSENT AGENDA

An Elementary motion was made by Julie Hinkle, seconded by Shane Rekdal, to approve the Elementary business claims and accounts, to include June claims 134132 – 134192 and July claims 134193 - 134277.

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 June claims 134132– 134192, July claims 134193 - 134277, and the approval of the June regular meeting minutes and July special meeting minutes.

Both motions passed unanimously.

HEARING OF THE PUBLIC

None.

ADMINISTRATION

The administrators recapped their reports.

INFORMATIONAL

1. Building Use Requests
2. Water
3. Nurse’s Report

4. Resignations –
Amanda Sandquist – Daycare Aide
Julie Russell – Elementary paraprofessional
Melissa Tuengel – Bus Driver
5. Missing Children
6. Bus Inspections
7. Calendar Issue
8. ReACT MT Tobacco Use Prevention Program
Bre Payne and Michelle Lamberson were present to discuss the agreement between the District and Riverstone Health that automatically renews each year for the District to participate in their Tobacco Use Prevention Program. They also discussed bringing United Way's Discover Zone to Shepherd for the 2026-2027 school year. Discover Zone provides after school skill-building activities to middle school students.
9. Milligan Data

OLD BUSINESS

Final Reading of Policy 1310P

A High School/Joint motion was made by Shane Rekdal, seconded by Shayne Vandivort, to approve Policy 1310P for the final reading.

The motion passed unanimously.

High School Baseball/Little League

Hope Mikkelson and Angel Viren were present to discuss adding High School baseball to Shepherd. Hope, Angel, and their committee will raise funds to support the team for 3 years. Scheels has agreed to provide new equipment each year and the Heights Little League has agreed to allow Shepherd to use Clevenger Field for practices and games after a few improvements have been made by the Shepherd team. The costs of these improvements would be paid with fundraising money. Based on other schools, they estimate a budget of \$15,000.00 per year that would include equipment, travel expenses, coaching staff, uniforms, and officials.

After discussion, the Board agreed to add High School baseball under the condition that the first year budget of \$15,000.00 was funded by October 1, 2025.

A High School motion was made by Austin Schlosser, seconded by Shayne Vandivort, to approve High School baseball pending funding by October 1, 2025.

The motion passed unanimously.

2025-2026 High School Handbook

One change was made to the high school handbook for football activities fee.

A High School motion was made by Shane Flowers, seconded by Justin Peterson, to approve the amendments to the High School Handbook for the 2025-2026 school year.

The motion passed unanimously.

NEW BUSINESS

Human Resources

Kitchen

Daniela Andrade – Kitchen Helper

Athletics

Chris Nydegger – Concessions Manager

Dan Hansen – Middle School Girls Basketball Coach

AJ VanSetten – Middle School Volunteer Football Coach *Pending background check

Robert Styren – Wrestling Volunteer Coach

Advisors

Alesia Styren – Elementary Student Council

Angela Wagenhals – Middle School Student Council

Megan Logan – Middle School Yearbook

Rachel Steiner – BPA

Kari Drange – Choir

Janessa Fisk – FCCLA

Kari Drange – Pep Band

Aspen Jonas – Art Club

Kari Drange – Key Club

Amy Peterson – Library Club

Mikaela Toegel – National Honor Society

Tana Luptak – Spanish Club

Tana Luptak – High School Student Council

Aspen Jonas – Game Club

Mikaela Toegel – Freshman Class

Rachel Steiner – Sophomore Class

Amy Farris – Senior Class

Cindy Sundheim – Senior Class

Daycare

Jennifer Weinberger – Daycare Aide

Jessica Newton – Part time, temporary preschool helper *Position funded with a grant and will go through December 2025

Elementary

Kelli Mattson – Paraprofessional

District

Tina Downing – SPED Director

Transportation

Calvin Calton – Route Driver

William Rusche – Route Driver *Pending background check

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

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

Both motions passed unanimously.

Out of District Students

Elementary

Approve:

E57

E58

E59

E60

E61

E63

E64

E65

E66

E67

E68

E70

E71

E73

E74

E75

Middle School

Approve:

MS38

An Elementary motion was made by Julie Hinkle, seconded by Austin Schlosser, to approve the out of district students as listed for the 2025-2026 school year.

The motion passed unanimously.

Open Account for Freshman Class

A High School motion was made by Justin Peterson, seconded by Shane Flowers, to approve opening an account for the freshman Class of 2029 and closing the account for the Class of 2025.

The motion passed unanimously.

Graduation Date

A High School motion was made by Shane Flowers, seconded by Julie Hinkle, to approve May 17, 2026 at 11:00am as the date for graduation.

The motion passed unanimously.

Out of State Trips

The Superintendent recommended the approval of the following out of state trips:

FFA National Convention – Indianapolis, IN October 29 – November 1, 2025

BPA Nationals – Nashville, TN May 6-10, 2026

FCCLA Nationals – Washington DC July 6-10, 2026

National Speech and Drama – Richmond, VA June 14-19, 2026

A High School/Joint motion was made by Shayne Vandivort, seconded by Austin Schlosser, to approve the out of state trips for the 2025-2026 school year.

The motion passed unanimously.

Second Reading of Policies 2000, 3000, 5000, 7000, 8000

A High School/Joint motion was made by Julie Hinkle, seconded by Shane Rekdal, to approve Policy Series 2000, 3000, 5000, 7000, and 8000 for the final reading.

The motion passed unanimously.

Elevator Repair

The elevator shaft oil seal is leaking. It was detected during an inspection in the spring, and it needs to be fixed within the year. The quote received is for \$15,806.09 from TKE. TKE is the only service provider in the area.

A High School/Joint motion was made by Julie Hinkle, seconded by Shane Rekdal to approve TKE to fix the oil seal leak in the elevator.

The motion passed unanimously.

Bus Routes 2025-2026

A High School/Joint motion was made by Justin Peterson, seconded by Austin Schlosser, to approve the 2025-2026 bus routes as presented.

The motion passed unanimously.

Rural Behavioral Health

A High School/Joint motion was made by Julie Hinkle, seconded by Shane Flowers, to approve the MOU with Rural Behavioral Health Services for the 2025-2026 school year.

The motion passed unanimously.

Travel Bus Purchases 2025

Transportation Director, Bobby Trotter, presented four quotes for new travel buses. The District's current travel buses were purchased in 2016 and are getting to the end of their life.

After discussion, the Board decided to table the item and requested Mr. Trotter to get more information on the Coach West and National buses.

No action.

Individual Transportation Agreement

A High School/Joint motion was made by Julie Hinkle, seconded by Shane Rekdal, to approve a transportation contract with parent KG for the 2025-2026 school year.

The motion passed unanimously.

2025-2026 K316 Contract

K316 provides searches of our campus as needed.

A High School/Joint motion was made by Austin Schlosser, seconded by Julie Hinkle, to approve the contract with K316 for the 2025-2026 school year.

The motion passed unanimously.

2025-2026 Handbooks

A High School/Joint motion was made by Shane Flowers, seconded by Justin Peterson, to approve the classified, coach/advisor, teacher, substitute, transportation, and purchasing handbooks for the upcoming 2025-2026 school year.

The motion passed unanimously.

Equipment Surplus

There is old exercise/PE equipment including yoga platforms, stationary bikes, and a kickboxing machine that are no longer being used. The district would like to sell these items.

A High School/Joint motion was made by Justin Peterson, seconded by Julie Hinkle, to approve selling the old PE/exercise equipment as excess equipment.

The motion passed unanimously.

District Substitute Pay

Currently, teacher substitutes are paid \$11.50/hour, paraprofessional substitutes are paid \$10.55/hour and secretary substitutes are paid \$10.65/hour. The Superintendent recommended the approval of raising the district substitute pay.

A High School/Joint motion was made by Shayne Vandivort, seconded by Julie Hinkle, to raise the district substitute pay for teacher, paraprofessional, and secretary substitutes to \$14.50/hour and kitchen helper substitutes to \$11.50/hour.

The motion passed unanimously.

MTSBA Association Business

The issues that require the MTSBA membership vote at this time come as seconded motions from the MTSBA Board of Directors and include:

Confirmation of MTSBA's Principles & Guidelines
Confirmation of the foundational elements of MTSBA's DNA
FY27 Dues Revenue Estimate
Nomination of Rick Cummings as MTSBA President-Elect
Nomination of Jennifer Hoffman as MTSBA Vice-President

A High School Joint/Motion was made by Austin Schlosser, seconded by Shane Rekdal, to support the MTSBA Principles & Guidelines as presented, support the foundational elements of MTSBA's Organizational DNA as presented, support the FY27 dues revenue estimate, support the nomination of Rick Cummings as MTSBA President-Elect, and support the nomination of Jennifer Hoffman as MTSBA Vice-President.

The motion passed unanimously.

2024-2025 Trustees Reports

The 2024-2025 Trustees Reports for Elementary and High School were presented.

An Elementary motion was made by Shane Rekdal, seconded by Shane Flowers, to approve the 2024-2025 Trustees Report as presented.

A High School motion was made by Julie Hinkle, seconded by Shane Rekdal, to approve the 2024-2025 Trustees Report as presented.

Both motions passed unanimously.

2025-2026 Revenue Budgets

The 2025-2026 Revenue Budgets for Elementary and High School were presented.

An Elementary motion was made by Julie Hinkle, seconded by Shane Rekdal, to approve the 2025-2026 Revenue Budget as presented.

A High School motion was made by Shayne Vandivort, seconded by Justin Peterson, to approve the 2025-2026 Revenue Budget as presented.

Both motions passed unanimously.

STANDING COMMITTEE REPORTS

- Mission and Vision Committee – The Mission and Vision Committee met and created some goal areas based on the surveys completed by staff, students, and parents. These goals will be presented at the September board meeting.
- Policy Committee – The policy committee will only meet on policy issues that come up from MTSBA now that all the policy work is completed.
- Safety Committee - Safety Committee will meet September 8th at 6:00pm.
- Insurance Committee - Insurance Committee will meet September 29th at 6:00pm.
- CTE Committee – CTE Committee will meet November 10th at 6:00pm.
- Negotiations Committee – Negotiations Committee will not meet this year.

EXECUTIVE SESSION

None

ANNOUNCEMENTS

None

ADJOURNMENT

Time of adjournment: 8:24pm.