

## MINUTES

### SHEPHERD PUBLIC SCHOOLS

Virtual Meeting via Zoom

December 7, 2020

5:45 p.m.

Present: Michael Klumpp, President  
Brent Curtiss, Vice-President  
Melissa Hutchinson, Secretary  
Rick Judge, Treasurer  
Matthew Showalter, Trustee  
Jon Daniels, Trustee

Absent: Gina Gross, Trustee

### COMMITTEE OF THE WHOLE MEETING

#### I. CALL TO ORDER

Mr. Klumpp called the meeting to order at 5:50 p.m.

#### II. ROLL CALL

Present: Michael Klumpp, President, Brent Curtiss, Vice President, Rick Judge, Treasurer, Matt Showalter, Trustee, Melissa Hutchinson, Trustee, Jon Daniels, Trustee

Others in attendance:

Greg McMillan, Interim Superintendent  
Julie Freeze, Director of Business & Finance  
Administrators, Educators, Directors, Athletic Director  
30+ Community Members

#### III. PUBLIC COMMENT:

President Klumpp asked if anyone would like to address the board; no one addressed the board.

#### IV. ITEMS OF DISCUSSION

##### 1. Building and Grounds:

Steve Sura said that there are no new projects right now. He said that his crew is basically tuning up the buildings, such as cleaning/deep cleaning, painting, and landscaping. He mentioned that he has a meeting to talk about the air quality and HVC units in the buildings. Bus inspections will still be happening, so mechanics are also keeping the maintenance up on the buses.

##### 2. Financial Statement:

Julie stated that the school's expense to revenue numbers look good compared to last year. All items that were cut from the June budget will be put back in the budget for next month and will look a lot different than this month.

##### 3. Bills for the month:

Julie said the bills were sent out to the board members and if any questions arise please let her know by the next board meeting on December 15, 2020.

4. Budget Amendments:  
Julie went over the General Fund, Food Service, and the Student Service Fund. She stated that the federal monies were already deposited. This allowed the school to purchase items that were much needed, such as, chrome books, teacher stations, and a new updated virtual language arts and math curriculum. All items purchased with the federal monies will need to have precise details on each purchase, in case of an audit. Julie does not think there will be a problem spending these funds by December 30, 2020, which is the date the money needs spent by. Also, food service is not generating any local revenue currently, it is all federal money. The budget amendments will be approved at next week's meeting on December 15, 2020.
5. Restitution and Garnishment:  
Three years ago, an incident happened which caused damage to the gate over at the Transportation building. The person at fault has been paying on the \$1,000 balance that is owed to the school with no set pay by date. Someone will contact this individual to work out a payment schedule to pay off the balance.
6. Mi Connectivity Grant:  
Julie explained that this grant is for all the schools in our RESD. The amount allotted for Shepherd would be approximately \$24,000. This money, if approved, must be spent by December 30, 2020. Julie stated that the school could utilize these funds to purchase chromebooks.
7. AFSCME LOCAL 1855.08 (Driver Unit) Contract

**ACTION ITEM:**

**Hutchinson moved, seconded by Daniels, to approve the tentative Agreement between the AFSCME Local 1855.08 (Driver Unit) and the Shepherd Public Schools Board of Education for 2020-2021 as presented in the draft dated November 18, 2020.**

The vote was taken on the motion.

**Ayes: Hutchinson, Daniels, Klumpp, Judge, Showalter, Curtiss**  
**Nays: None.**  
**Absent: Gross**

**The motion carried.**

8. International Union of Operating Engineers Local 324 (Custodial/Maintenance Contract)

**ACTION ITEM:**

**Showalter moved, seconded by Judge, to approve the Tentative Agreement between the International Union of Operating Engineers (Custodial/Maintenance Unit) and the Shepherd Public Schools Board of Education for 2020-2021 as presented in the draft dated November 18, 2020.**

The vote was taken on the motion.

**Ayes: Daniels, Klumpp, Judge, Showalter, Curtiss, Hutchinson**  
**Nays: None.**  
**Absent: Gross**

**The motion carried.**

9. Approval of the Driver Letter of Agreement (LOA)

**Hutchinson moved, seconded by Showalter, to support the Letter of Agreement dated November 18, 2020 between AFSCME Local 1855.08 (Driver Unit) and the Shepherd Public Schools Board of Education as presented.**

The vote was taken on the motion.

**Ayes: Klumpp, Judge, Showalter, Curtiss, Hutchinson, Daniels**  
**Nays: None.**  
**Absent: Gross**

**The motion carried.**

10. Salary Wage Adjustments – Non-Union Employees

**ACTION ITEM:**

**Showalter moved, seconded by Judge, to approve the salary/wage adjustments presented in the attached schedule for the non-union employees.**

The vote was taken on the motion.

**Ayes: Judge, Showalter, Curtiss, Hutchinson, Daniels, Klumpp**  
**Nays: None.**  
**Absent: Gross**

**The motion carried.**

11. Revised Board Policies:

The following board policies were discussed, and they will be adopted at next week's meeting December 15, 2020.

- a. Policy 6114 - Spending Federal Funds
- b. Policy 6325 - Federal Grant/Funds
- c. Policy 7440 - Facility Security
- d. Policy 8450.01 - Protective Facial Coverings During Pandemic/Epidemic (NEW)
- e. Thrun's Remote Work Policy

12. Acknowledge Custodial & Maintenance Staff:

Greg read all the names of the custodians and maintenance employees to show his gratitude on their behalf. He had certificate of appreciation awards for each of the employees.

**ACTION ITEM:**

**Showalter moved, seconded by Hutchinson, to authorize the certificate of appreciation awards to the custodian and maintenance employees.**

The vote was taken on the motion.

**Ayes: 6**  
**Nays: 0**  
**Absent: 1**

**The motion carried.**

13. Athletic Program Discussion:

Since the high school is all virtual, there will be no sports or extracurricular activities through January 9, 2020.

14. Superintendent Search Plan:

Showalter will reach out to MASB (Michigan Association of School Boards) and MLI (Michigan Leadership Institute) for bids on the cost of doing a superintendent search this spring. He will bring quotes to the next committee meeting on January 11, 2021.

15. Return to School Plan:

There was much discussion on the return to school plan. The main goal is to have the students return face2face. As of January 11, 2021, students K – 8 can return to face2face. Greg would like to have K – 12 face2face with 6 – 12 grades in a hybrid model. A committee will be formed to put the plan into motion, as long as nothing has changed from the Governor on Covid19.

V. ADJOURNMENT

Meeting was adjourned at 7:18 p.m.

Respectfully Submitted,

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Michael Klumpp, President

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Holly Moeggenberg,  
Acting Secretary