

**MINUTES**  
SHEPHERD PUBLIC SCHOOLS  
REGULAR BOARD MEETING VIRTUAL  
MARCH 16, 2021  
7:00 p.m.

Present: Brent Curtiss, President  
Rick Judge, Vice President  
Matt Showalter, Secretary  
Tracey Galgoci, Treasurer  
Gina Gross, Trustee  
Katie Travis, Trustee

Absent: Katie Eisenberger, Trustee

Also Present: Greg McMillan, Interim Superintendent, Julie Freeze, Director of Business and Finance,  
Administrators, Steve Sura, 5+ Community Members

**REGULAR MEETING**

I. CALL TO ORDER

Mr. Curtiss called the meeting to order at 7:01 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Brent Curtiss, President, Rick Judge, Vice President, Matt Showalter, Secretary,  
Tracey Galgoci, Treasurer, Gina Gross, Trustee, Katie Travis, Trustee

Absent: Katie Eisenberger, Trustee

IV. ADOPTION OF AGENDA

\*Matt Showalter added on a tenth action item concerning the superintendent's contract.

**Showalter moved, seconded by Galgoci, to adopt the Agenda of the March 16, 2021**

**Regular Board meeting of the Shepherd Public Schools Board of Education as presented  
with the added action item above.**

The vote was taken on the motion.

**Ayes: 6**

**Nays: 0**

**Absent: Katie Eisenberger**

**The motion carried.**

V. ACCEPTANCE OF MINUTES

**Showalter moved, seconded by Gross, to approve the following minutes of the Shepherd  
Public Schools Board of Education as presented:**

**A. Regular Board Meeting – February 16, 2021**

**B. Special Board Workshop – February 22, 2021**

- C. **Special Board Meeting – February 26, 2021**
- D. **Special Board Meeting – March 2, 2021**
- E. **Committee of the Whole Meeting – March 8, 2021.**

The vote was taken on the motion.

**Ayes: 6**  
**Nays: 0**  
**Absent: Eisenberger**

**The motion carried.**

VI. COMMENTS BY GUESTS

President Curtiss asked if there was anyone who would like to approach the board (virtually); no one approached the board.

VII. NEW AND OLD BUSINESS

A. Presentations

1. 2021 Excellence Award for Odyssey – Mr. Don Wotruba (MASB)  
Mr. Wotruba congratulated Mike Evans on his school’s award which resulted in a \$2,500 check and a big sign to hang on the school.
2. Laurie Richards – Return to School Plan Update  
Laurie presented the information on the two way contact between the online and the virtual students and discussed the results. Middle school had great percentages in both. There was a fluctuation in week 21 and 23 due to school being closed for two days in week 21 and the trimester ending in week 23. There were no public comments at this time and no questions from the board members.
3. Greg McMillan – Appreciation Awards – Media Technology  
Greg congratulated Corey Grim and his staff for always doing such a great job. He handed Corey all the certificates of appreciation.

**The board voted to accept the certificates to be given from Greg to the media staff.**  
**Ayes: 6 Nays: 0**

B. Action Items

1. ACCOUNTS PAYABLE

**Showalter moved, seconded by Judge, to approve General Fund bills, Payroll and Accounts Payable as of February 28, 2021 in the total amount of \$1,763,091.91; Internal Service Fund in the total amount of \$88,953.97; Food Service Fund in the total amount of \$70,274.90; Student Activity Fund in the total amount of \$7,518.53; and Debt Retirement in the total amount of \$0.**

The vote was taken on the motion.

**Ayes: Travis, Showalter, Judge, Curtiss, Gross, Galgoci**  
**Nays: None.**  
**Absent: Eisenberger**

**The motion carried.**

2. E-RATE TECHNOLOGY UPGRADE

**Showalter moved, seconded by Gross, to approve the purchase of network switches from MOSS and network wiring from Vector upon approval of Universal Service Funding. The district will be responsible for 20% of the total project cost. The total project cost not to exceed \$112,000.**

The vote was taken on the motion.

**Ayes: Showalter, Judge, Curtiss, Gross, Galgoci, Travis  
Nays: None.  
Absent: Eisenberger**

**The motion carried.**

3. ADDITIONAL DOOR SECURITY

**Gross moved, seconded by Galgoci, to approve the purchase of seven card readers, hardware, and installation from Allied Universal in an amount not to exceed \$20,057.**

The vote was taken on the motion.

**Ayes: Judge, Curtiss, Gross, Galgoci, Travis, Showalter  
Nays: None.  
Absent: Eisenberger**

**The motion carried.**

4. SECURITY CAMERA SERVER UPDATE AND WEIGHT ROOM CAMERA

**Gross moved, seconded by Galgoci, to approve the purchase of a security camera, software update package, and installation services from Allied Universal in an amount not to exceed \$16,812.**

The vote was taken on the motion.

**Ayes: Judge, Curtiss, Gross, Galgoci, Travis, Showalter  
Nays: None.  
Absent: Eisenberger**

**The motion carried.**

5. BUS PURCHASE

**Judge moved, seconded by Travis, to approve the purchase of two buses not to exceed the amount of \$130,000.**

The vote was taken on the motion.

**Ayes: Curtiss, Gross, Galgoci, Travis, Showalter, Judge  
Nays: None.  
Absent: Eisenberger**

**The motion carried.**

6. RETIREMENTS

**Showalter moved, seconded by Galgoci, to accept the retirements of Jeanine Bellinger, Susan Finch, Robin Sargent, and Ann Schultz.**

The vote was taken on the motion.

**Ayes: Gross, Galgoci, Travis, Showalter, Judge, Curtiss**

**Nays: None.**

**Absent: Eisenberger**

**The motion carried.**

7. ADMINISTRATIVE CONTRACT EXTENSIONS – 1 YEAR

**Showalter moved, seconded by Gross, to extend the contracts of the following administrators through June 30, 2022:**

- a. **Carrie Gauthier**
- b. **Ben Brock**
- c. **Mike Evans**
- d. **Jason Wolf**
- e. **Lynette Lentovich**
- f. **Laurie Richards**
- g. **Julie Freeze**
- h. **Julie Wright**
- i. **Ryan Harkrader**

The vote was taken on the motion.

**Ayes: Gross, Galgoci, Travis, Showalter, Judge, Curtiss**

**Nays: None.**

**Absent: Eisenberger**

**The motion carried.**

8. EXTEND DIRECTOR'S CONTRACTS

**Showalter moved, seconded by Travis, to extend the following director's contracts through June 30, 2023:**

- a. **Corey Grim – Director of Technology**
- b. **Jason Davis – Auditorium Director**
- c. **Steve Sura – Director of Transportation/Maintenance**
- d. **Tina Schafer – Food Service Director**

The vote was taken on the motion.

**Ayes: Galgoci, Travis, Showalter, Judge, Curtiss, Gross**

**Nays: None.**

**Absent: Eisenberger**

**The motion carried.**

9. DEAN OF STUDENTS/SPECIAL EDUCATION DIRECTOR EXTENSION  
**Galgoci moved, seconded by Gross, to approve the employment contract for Samantha Turner as the Dean of Students/Special Education Director.**

The vote was taken on the motion.

**Ayes:** Travis, Showalter, Judge, Curtiss, Gross, Galgoci  
**Nays:** None.  
**Absent:** Eisenberger

**The motion carried.**

10. INTERIM SUPERINTENDENT CONTRACT  
**Showalter moved, seconded by Gross, to approve the Interim Superintendent contract.**

The vote was taken on the motion.

**Ayes:** Showalter, Judge, Curtiss, Gross, Galgoci, Travis  
**Nays:** None.  
**Absent:** Eisenberger

**The motion carried.**

D. Superintendent's Report

McMillan stated that Dan Pudell will be coming back to Winn Elementary in the fall. He was happy that some headway is being made with the paraprofessional group of employees. He said that there are only a few staff members out due to COVID19. Administrators and Julie have been meeting every other week to figure out the calendar for next school year (21/22). Also, the last day of school ends on a Wednesday, which is a virtual day, so a decision needs to be made to figure out the last day of school. He stated that there are a few people who would like to come and present to the board, Mid Michigan College and Project Aware staff. He mentioned that Laurie Richards applied for a grant through Farm Bureau and received \$2,500 which will help feed students over spring break.

E. Director of Business & Finance Items

Freeze thanked Holly Moeggenberg for getting all the handbooks updated for Shepherd's website. She also stated that the phone system throughout the schools needs updated. Corey has been applying for a tribal grant for the past couple of years to no avail. The system is getting quite antiquated and Corey is starting to have problems working with it when there are problems. He will be working on getting quotes on the full cost of the project. She stated that there is a new audit from ORS called an Independent Contractor Audit. Anyone who we pay for their services would be included in this audit, this could pose a problem for those who work game events that are employees of Shepherd. The payment may have to come through employee's payroll. Also, schools are questioning if ORS can even ask the districts for that type of information. Julie mentioned that the administrators will make lists and prioritize potential purchases with the Federal money. The committee will make sure the funds will be spent wisely. The governor took 10% of the ESSER II funds and is going to make sure that each school is given \$450 per student. Jason Wolf and Laurie Richards are gathering information as to what summer school will look like to know how much funds they will use towards it, application deadline is April 15, 2021. Tribal grants applications are due at the end

of the month. For the 3% FICA return, Shepherd has 246 employees that are eligible. Julie stated that she doesn't know how or when the IRS plans on paying the 3% back.

F. Secretary Announcements

None.

G. Board Member's Remarks

There were no comments for the record.

IV. ADJOURNMENT

The Board adjourned the Shepherd Public School Regular Board Meeting at 8:10 p.m.

Respectfully submitted,

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Matthew Showalter, Board Secretary

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Holly Moeggenberg, Recording Secretary