

VARIANCES TO STANDARDS APPLICATION
Renewal Application (three years)

Purpose: ARM 10.55.604(4) "Following the second year of implementation of a variance to standards, the school district shall provide evidence to the Superintendent of Public Instruction that the methods selected by the district implement, meet, or exceed results that could have been achieved under established standards."

DUE DATE:

First Monday in March

COUNTY: Yellowstone County

DISTRICT: Shepherd Public Schools

LIST EACH SCHOOL THAT IS REQUESTING THE VARIANCE:

Shepherd Middle School

1. Standard(s) for which a variance is requested, e.g., 10.55.709. If there is a program delivery standard, be sure to list it as well, e.g., 10.55.1801.

10.55.709 - Library Media Services, K-12

- 2. Provide evidence that local community stakeholders were involved in the consideration and development of the proposed renewal variance application. Community stakeholder groups include parents, community members, and students as applicable.**

We held a variance committee meeting on January 26, 2022. The people who were in attendance were; Drea O'Donnell (Superintendent), Rich Hash (MS Principal), Robin Hofmann (Science Teacher), Sarah Clark (Parent), Danielle Robison (Parent), Brooklyn Robison (Student), Kate O'Donnell (Student). Rich Hash explained to the committee members the situation we are in with OPI, and why we need a variance. He also explained to the committee why he made the decision not to fill the half-time library position for the past couple years, and how we are using the money to help educate students in other areas. We explained that through discussions with teachers and students, everyone involved felt the needs of the students are being met with the current FTE of 1 for the elementary and 1 for the MS/HS to share. The community stakeholders agreed with this and thought applying for the variance was the best option.

- 3. Provide evidence local school stakeholders were involved in the consideration and development of the proposed renewal variance application. School stakeholder groups include trustees, administrators, teachers and classified school staff.**

This is the fifth year that we have not employed a half-time librarian position for the middle school. We were not deficient until school year 2017-2018. The middle school principal met with our superintendent, administration team, as well as the certified teachers in the building and explained the need for the variance. The reasoning at that time was there were not any applicants, we were meeting the needs of the students without the extra half-time FTE, and we could use that money to help in areas of intervention for MS students. This group agreed this was the best way to move forward. The enrollment in the high school and middle school varies, and sometimes we are over the numbers required for one librarian, and sometimes we are okay with just one librarian according to our student enrollment. In a meeting on February 16, 2022, our board of trustees agreed with the assessment of not hiring a half-time librarian at the end of the 2022 school year and for subsequent years.

4. Attach Board of Trustee meeting minutes that show the Board of Trustees approved the application for a renewal variance at an official, properly noticed meeting.

5. Reflection upon initial variance:

a. Describe the specific measurable objectives that were listed in the initial variance application that demonstrated how the proposed variance was to meet or exceed the results under the current standard(s).

1. We will continue to establish flexible scheduling to ensure that libraries respond to information needs and support learning. We will keep the library open and available to all students from 7:45-4:00 except on early out days. 2. We will ensure collaboration with classroom teachers of all disciplines to implement content area standards and to assist students in engaging in the inquiry/research process with the help of the library and librarians. 3. We will continue to develop and maintain a library collection that is current, balanced, and reflects authentic contributions of Montana's American Indians. 4. We will engage in comprehensive long range to ensure financial and physical resources of the library and to allow constant access. 5. Our 1 FTE librarian will continue to collaborate with classroom teachers of all disciplines to create links between and among the curricular areas.

b. Provide a summary of the evidence or data gathered to demonstrate that the initial variance meets or exceeds results that could have been achieved under the established standard.

Our 1 FTE librarian has the library open from 7:45 am to 4:00 pm most of the week. Students are allowed to go to the library during the day, and during lunch recess. Our LA teachers take part of a period weekly to get our students to the library to check out books for AR reading. Here is some data of the books checked out compared to our high school. Fall 2020- MS= 1,771, HS= 622, Spring 2021- MS= 1356, HS= 558, Fall 2021- MS=1457, HS=505. Our middle school students check out more than double the amount of books than our high school students. We continue to provide financial help yearly for our librarian to update books as well as continue to purchase materials that address Indian Education For All as well as make sure we have a variety of topics for our students and staff. Our librarian comes to each of the LA classrooms twice a month to teach library materials as well as other curriculum areas utilize the library for research to help write reports for specific academic areas.

- c. After reflection on the initial variance, describe any adjustments that need to be made to meet the specific needs of the students in the school(s).**

We feel that the information that we put in the initial variance has worked very well for us at Shepherd Public Schools. We are able to provide our students everything they need from the library with the current 1 FTE that we are sharing with the high school. No adjustments are needed at this time.

- 6. Provide a statement of the mission and goals of this proposed renewal variance.**

(See Attached Sheet)

- 7. List specific measurable objectives that demonstrate the proposed renewal variance will meet or exceed the results under the current standard(s).**

(See Attached Sheet)

Question #6

Our goal is to continue to provide an education in library media to our students. We have been capable of doing this for the past 20+ years. Our elementary (K-5) will continue to have scheduled library/media time to cover the standards they are required to meet. Our MS/HS librarian will then continue to serve our 6-12 students and cover the standards required in 10.55.1801. We have tracked the amount of books that are being checked out by the high school students, as well as the middle school students. After the first semester of this year, there were only 200 books checked out by high school students, and roughly 2,100 books by the middle school. We have shared the librarian with the high school, and they have been able to provide us instruction in our classrooms, as well as maintain the library without any difficulty. Our 1FTE librarian currently has our library open all day. In fact, our librarians open the library at 7:45 (15 minutes before school) and close it at 4:00 (30 minutes after schools) to allow students adequate time to access the library. During her lunch period, we have an aide cover the library so it is continually open and available to students. We will continue to provide someone to staff the library during the day so that it is available to meet the needs of all our students.

Question #7

1. We will continue to establish flexible scheduling to ensure that libraries respond to information needs and support learning. We will keep the library open and available to all students from 7:45-4:00 except on early out days.
2. We will ensure collaboration with classroom teachers of all disciplines to implement content area standards and to assist students in engaging in the inquiry/research process. Our librarian will continue to go into classrooms and work with not only our language arts teachers but our science and social studies teachers as well to ensure they have adequate resources available.
3. We will continue to develop and maintain a library collection that is current, balanced, and reflects authentic contributions of Montana's American Indians. The district just supported our library with \$1500 in Indian Ed for all funding to help enhance the selection of books and materials available to students.
4. We will engage in comprehensive long range to ensure financial and physical resources of the library and to allow access. We currently passed a bond to building a new building on our campus. Half of the second floor of the new building will be a new dedicated library space that is accessible to students and community.
5. Our 1 FTE librarian will continue to collaborate with classroom teachers of all disciplines to create links between and among the curricular areas.
6. We have planned PIR days with surrounding school districts in order to allow our librarians the opportunity to cooperate and join with other school libraries to encourage partnerships and promote its integration into all instructional programs.

Question #8

Shepherd School District will continue to support our libraries in providing adequate facilities, funding as well as professional development to our staff to ensure student needs are being met. According to our goals in question 7, we will gather evidence based on each of those goals. We will look at classroom data, MAPS scores in the area of language and reading, as well as SBAC scores to determine if students are receiving an adequate education in the area of Library Media Standards. We currently have Accelerated Reader and are looking at ways to be able to better meet the ELA standards of promoting literacy and integrating reading, literature, with a balanced approach through more independent reading. Our district just completed an eleven million dollar construction project, and included in this project was a brand new state of the art library right in the center of our district. This availability will hopefully improve the amount of students in the high school and middle school who utilize our library.

8. What data or evidence will be gathered to document progress toward meeting the measurable objectives of the renewal variance?

(See Attached Sheet)

9. In what way does this variance meet the specific needs of the students in the school(s)?

Our students have constant access to the library whenever they need a book for our AR program. When students utilize the library, our librarian is always willing to help them and answer questions as needed. Librarian continues to provide classroom instruction to our students when requested and always makes time to assist our students when asked. We will continue to provide financial assistance to the library to make sure we provide updated reading material.

10. Describe how and why the proposed variance would be:

a. Workable

If this variance is given; it will allow us to continue to share our full-time librarian as we have in the past. We were not able to find a half-time librarian several years ago, and it has allowed us to use this money to educate students in other areas. We will continue to meet the students' needs and have the library open and accessible during our school day.

b. Educationally sound.

We currently employ 2 FTE librarians for our 793 K-12 students. We are meeting the needs of those students with the current employment. If it were one school, only 1.5 FTE would be required for that number of students. Educationally our students are receiving the appropriate education in the area of Library Media and meeting the program standards.

- c. Where applicable, aligned with program standards under ARM 10.55.1101 through 10.55.2101.**

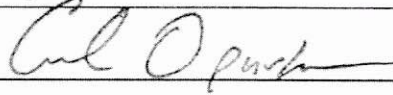
Our current set up, employment and access to the library allows our students to be educated to meet the program standards of 10.55.1801.

- d. Where applicable, aligned with contend standards under ARM Chapters 53 and 54.**

Our classroom teachers work closely with the library to ensure that standards in both ELA as well as other areas such as science standards of Chapter 53 are being met. The librarians also attend PLC meetings with other curricular areas to guarantee they are helping meeting standards in Chapter 54 in the area of Information Literacy/Library Media Performance Descriptors as well.

Required school district signatures:

Board Chair Name: Carl Openshaw

Board Chair Signature:  Date: 2-16-22

Superintendent Name: Drea O'Donnell

Superintendent Signature:  Date: 2/16/22

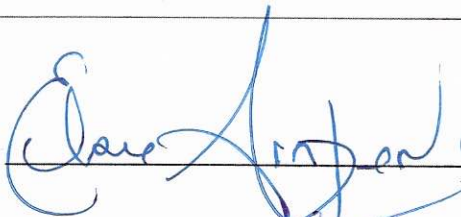
Mail the signed form to:

Accreditation and Educator Preparation Division
Office of Public Instruction
PO Box 202501
Helena, MT 59620-2501

OPI USE ONLY

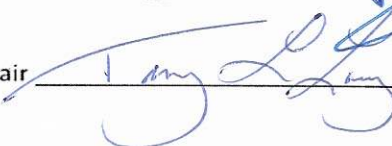
Superintendent of Public Instruction:

Approve Deny

 Date: April 13 2022

Board of Public Education Chair

Approve Deny

 Date: 5/13/22

BOARD MINUTES

February 15, 2022

A regular meeting of the Board of Trustees for Shepherd School District #37 was held Tuesday, February 15, 2022 in the Board Room of the Administration Building. Chairman, Carl Openshaw called the meeting to order at 6:30pm.

Pledge of allegiance was recited.

Members present: Jeff Branson, Shane Flowers, Carl Openshaw, Carl Parker, Julie Hinkle, and Shayne Vandivort.

Members excused: Shane Rekdal.

Superintendent – Drea O’Donnell, Clerk – Janice Ripley, Clerk in Training – Kinsey Szillat, Elem. Principal – Autumn Arlian, MS 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 Shane Flowers, seconded by Julie Hinkle, to approve the Elementary business claims and accounts, to include January claims 131245 - 131318.

A High School/Joint motion was made by Shayne Vandivort, seconded by Jeff Branson, to approve the High School business claims and accounts, to include January claims 131245 - 131318 and the approval of the January regular meeting minutes.

Both motions passed unanimously.

HEARING OF THE PUBLIC

None

COMMUNICATIONS

- 1) Gabby Heggem presented her speech that won her the State B Speech and Drama Championship. Gabby is a National Qualifier and will represent Shepherd in Kentucky later this year.

INFORMATIONAL

- 1) Building use requests: As posted in the agenda.
- 2) Water Report
- 3) Nurse’s Report
- 4) Resignations:
 - Cindy Todd – 4th Grade Math
 - Brandon Arlian – Elementary/MS PE

- 5) Missing Children
- 6) Spring ANB Count
- 7) Rental of the Old Administration Building

The individual is no longer interested in taking on the daycare for the district. More information to come if this will move forward from the district side. A Co-Op is interested in renting 3 upstairs rooms for \$1,000.00 per month.

No Action

OLD BUSINESS

Building Project Update

The vaporizer for the propane line is working as expected. There is currently a temporary fence around the vaporizer, and the next step is adding a chain link fence. The new system in the water treatment plant went down and is now back on the original system until the new one can be fixed.

COVID Update

None.

Final Reading of Policies 3300, 5122P, 8450 and 8450P

A High School/Joint motion was made by Carl Parker, seconded by Julie Hinkle, to approve the final reading of policies as listed.

The motion passed unanimously.

NEW BUSINESS

Human Resources

Todd Rose – Head Golf Coach
Tyler Gilfeather – Asst. HS Wrestling Coach
Sub list as attached

A High School/Joint motion was made by Julie Hinkle, seconded by Jeff Branson, to approve hiring the employees and substitutes as listed.

The motion passed unanimously.

Out-of-District Students

An Elementary motion was made by Julie Hinkle, seconded by Shane Flowers, to approve the out-of-district student for the 2021-2022 school year.

The motion passed unanimously.

Bus Purchase 2022

Mr. Trotter presented bids from Thomas (I State) and Bluebird (Hartley's Bus Co) for two new buses. He is looking to purchase one Front Engine (FE) and one Rear Engine (RE). He discussed the costs and maintenance issues with both companies. He recommended the two buses from I State.

A High School/Joint motion was made by Shane Flowers, seconded by Jeff Branson, to approve the purchases of two buses from I State at \$164,900 for the FE and \$139,953 for the RE, for a total of \$304,853.

The motion passed unanimously.

Additional Bus Route

An additional bus route was added for a student who returned to school at the start of the semester and only attends half day. The additional route is to take him home each day after lunch.

A High School/Joint motion was made by Julie Hinkle, seconded by Jeff Branson, to approve the additional 2021-2022 bus route as presented.

The motion passed unanimously.

MS Library Requirement Variance

It was recommended to approve the 3-year MS Library requirement variance with the state to not have an extra .5 librarian position. Approving the variance will keep the MS in compliance for accreditation.

An Elementary motion was made by Julie Hinkle, seconded by Jeff Branson, to approve the MS Library requirement variance with the State.

The motion passed unanimously.

Appoint District Clerk

A High School/Joint motion was made by Shayne Vandivort, seconded by Carl Parker, to appoint Kinsey Szillat as District Clerk starting March 1, 2022.

The motion passed unanimously.

Elementary Heat Pump

A heat pump in the old first grade, now music/GT/media room, is not working. The heat pump was not replaced during the original construction. There is enough money in the bond to purchase a new pump.

An Elementary motion was made by Shane Flowers, seconded by Julie Hinkle, to purchase a heat pump for the elementary building to replace heat pump 191 from Allied Controls.

The motion passed unanimously.

MHSA Proposals

Mrs. Downing presented two MHSA Proposals. The first proposal is to allow 8th grade students to participate in High School athletics. The second proposal is to add boys' baseball as a MHSA sanctioned High School sport.

Mrs. Goodell spoke in favor of allowing 8th grade students to participate and discussed the benefits this would provide to her Softball program. She also asked the Board to consider allowing this on a sport by sport and season by season basis.

The proposal to allow 8th graders to participate in High School athletics was tabled until further information can be provided to the Board.

A High School motion was made by Carl Parker, seconded by Julie Hinkle, to Not Approve the MHSA proposal of adding boys baseball as a MHSA sanctioned High School sport.

The motion passed unanimously.

Principal Rehires and Administration Salaries

An Elementary motion was made by Julie Hinkle, seconded by Jeff Branson, to rehire Mr. Richard Hash as the Middle School Principal and Mrs. Autumn Arlian as the Elementary Principal as well as provide the same % salary increase to the Middle School and Elementary Principals that the District provides to the certified teaching staff.

The motion passed unanimously.

A High School motion was made by Shayne Vandivort, seconded by Julie Hinkle, to rehire Mr. KJ Poepping as the High School Principal as well as provide the same % salary increase to the High School Principal that the District provides to the certified teaching staff.

The motion passed unanimously.

A High School/Joint motion as made by Julie Hinkle, seconded by Shayne Vandivort, to provide the same % salary increase to the Superintendent that the District provides to the certified teach staff.

The motion passed unanimously.

STANDING COMMITTEE REPORTS

- Negotiations Committee – The SEA asked the Board to negotiate this spring. This request was made after the December 1st deadline which is stated in their Collective Bargaining Agreement.

ADMINISTRATION REPORTS

The Administrators recapped their reports.

EXECUTIVE SESSION

None.

OPEN SESSION TOPICS FOR NEXT MEETING

None

EXECUTIVE SESSION TOPICS FOR NEXT MEETING

None

ANNOUNCEMENTS

None

ADJOURNMENT

Time of adjournment: 8:33pm.



Chairman Carl Openshaw



Clerk Kinsey Szillat