

**Highland School District #203
Regular Board Meeting
District Office
Tuesday, April 18, 2017 – 7:00 p.m.**

The **April 18, 2017, Regular Board Meeting** was called to order by Chair Nikki Keller at 7:02 p.m. Others present included Board Members David Barnes, Lupita Flores, and Chris Garent; Superintendent Mark Anderson, Director of Business and Operations Francis Badu, and Recording Secretary Julie Notman. Board Member Matt Barker was unable to attend the meeting.

David led the **flag salute**.

All members had read the minutes and, there being no questions nor recommendations for amendments, David moved to approve the **minutes of the March 6, 2017 and March 8, 2017 Special Board Meetings** and the **March 21, 2017 Regular Board Meeting**, Chris 2nd; motion passed.

COMMUNICATIONS

There was no **Public Comment**.

The board had read the **Administrator Reports** and there were no questions nor concerns about any of the reports. Nikki instructed the Board members to make contact with the appropriate administrator if questions arose.

CONSENT AGENDA

Nikki asked if there were any questions about any of the new or revised policies on the Consent Agenda or if any needed to be removed from the list. There were no questions nor concerns so Chris moved to approve the consent agenda as presented, Lupita 2nd; motion passed to approve as presented, new Policies 3410, 3412, and 4000, and revised Policies 2170, 2410, 3120, 3123, and 3210.

UNFINISHED BUSINESS

2nd Reading of Revised Policy #3122 Excused & Unexcused Absences, there were no further questions nor concerns about this policy so it will be moved to a 3rd reading at the next regular board meeting.

NEW BUSINESS

2nd Reading of New Policies *#2030 Service Animals in Schools*

2nd Reading of Revised Policies *#3124 Removal/Release of Student during School Hours*
 #3140 Release of Resident Students
 #3141 Nonresident Students

#3207 Prohibition of Harassment, Intimidation and Bullying

#3231 Student Records

#3520 Student Fees, Fines, or Charges

#4200 Safe and Orderly Environment

#5201 Drug-Free Schools, Community, and Workplace

Nikki presented the 2nd Reading of the new and revised policies and explained that the policy committee reviews the new policies and proposed changes from WSSDA of existing policies before submitting them to the board as a whole for review. There were no questions nor concerns about any of the policies in the 2nd reading so they will be moved to the 3rd reading at the next regular board meeting.

Francis presented the **Resolution #8-16 GF to CP Funds Transfer** reminding the Board of their discussion at the recent Work Study Session about moving the funds. Moving the \$150K will leave about \$300K in reserve in the Capital Projects fund. There was a brief discussion but no questions nor concerns. Chris moved to approve Resolution #8-16 Gf to CP Transfer, David 2nd; motion carried.

Portables Bid: Francis reported that we received only one bid for the portables from PC Nelson Ranches. There was some discussion about the bid and the process for demolishing units that aren't purchased. The Invitation to Bid was written so that it allows the board to reject the bid or reverse the option to buy if something goes awry with the purchase and installation of the new portables. Francis explained that we will be in contact with KCDA to ensure the new portables are on schedule before allowing the old ones to be removed. The small portable at MWC is not in usable condition and will be demolished. David moved with 2nd by Chris to accept the bid from PC Nelson; motion carried.

Mark reported that we received three bids for the **CTE Project** and they were all within a few thousand dollars of each other. M Seigny Construction had the lowest bid at \$1.649m which fits in our budget. There are 4-7 different alternates to consider such as flooring and countertop options, sewer hookup for the DO, parking, and handicapped access. The board has 60 days to approve or finalize the items on the list. Mark will notify the bid winner and then site work can start. November 1 is the estimated completion date. Chris spoke for the board expressing appreciation for Mark and Francis and their oversight of the whole CTE project to this point, and how they've watched out for the welfare of the district. Chris moved with 2nd by Lupita to accept the Letter of Recommendation by Monson Architects to award the CTE Project bid to M Seigny Construction; motion carried.

Francis presented the **Budget Status/Enrollment and Operations Report** noting that the General Fund is down to \$1.3m but that is about \$200k more than the same time last year so we are doing good to this point. Capital Project funds are being spent as needed but are doing well. We should end the year strongly and will need to consider moving money again for upcoming projects and/or repairs. Next Francis spoke about the enrollment report noting that the number of newly enrolled students in the last month outnumbered the students that withdrew. Overall, with the FTE at 1141 we are doing well since we budgeted for 1135. He plans to budget for the same number of FTE students next year. There were no questions regarding the reports.

Mark presented the **Personnel Report**, mentioning that two notices of resignation and retirement came in just today. The report had a lot on it and he explained it section by section as there are staff members changing positions between and within buildings. We still have some open positions but

there is a good candidate pool and he is cautiously optimistic that all positions might be filled by next month's board meeting. David moved to adopt the Personnel Report as presented, Lupita 2nd; Nikki abstained from voting as she is listed as a coach for Spring sports; motion carried.

Legislative Report: David reported that there is little to report as the regular session is about to end. One or two special sessions are expected to be called.

The board had reviewed the check summaries for General Fund, ASB, and Capital Projects and there were no concerns nor questions. Chris moved with 2nd by Lupita to approve payments for General Fund, ASB and Capital Projects as presented; motion passed:

- **General Fund bills** for \$199,808.52 with warrants 67309 through 67422
- **ASB Fund bills** for \$6,269.96 with warrants 5915 through 5929
- **Capital Projects bills** for \$25,239.83 with warrants 496 through 499;
- **Payroll Fund bills** for \$327,708.27 with warrants 67423 through 67452 and \$626,247.89 by direct deposit.

There being no further business, Nikki adjourned the April 18, 2017 Regular Board Meeting at 7:29 p.m.

Chair

Secretary