

**Highland School District #203
Meeting conducted via Zoom
Tuesday, April 21, 2020**

Regular Board Meeting-7:00 p.m.

The **April 21, 2020, Regular Board Meeting**, which was held remotely via Zoom due to the state COVID social distancing requirement, was called to order by Chair Nikki Keller at 7:00 p.m. Others present included Board Members David Barnes, Lupita Flores, Carlos López, and Cindy Reed; Superintendent Mark Anderson, Director of Business and Operations Francis Badu, and Recording Secretary Julie Notman.

The **flag salute** was led by Nikki Keller.

2. APPROVAL OF MINUTES

The board had read the minutes and had no questions. Cindy moved to approve the **March 2, 2020 Work Study Session Minutes** and **March 17, 2020 Regular Board Meeting Minutes** as presented, Carlos 2nd; motion passed.

3. COMMUNICATIONS

a. Public Comment: No public present but Mark shared a letter that the district received from a patron thanking each and every school in the district for the work and time put into helping parents keep their children on track with their schoolwork.

b. Administrator Reports: Mark told the board that he'd asked the admin to share their continuous learning plans for students during the school closure but to know that direction from the state has changed, and continues to change, frequently. Admin and teachers are making adjustments to their plans as directives are given. Last week and this week have been devoted to holding remote conferences with nearly one-half of parents contacted so far. The last day of school will be June 19. How and when to observe HHS graduation is still being determined.

4. UNFINISHED BUSINESS

There was none.

5. NEW BUSINESS

a. COVID-19 Update: Mark has been communicating with the board as updates come from OSPI and the governor. The weekly grocery box distribution has been well received and families have been very appreciative. We have been averaging close to 13k meals given out weekly while staying within the child nutrition budget for this school year. The distribution will end in June, even though we anticipate that the need will still be there, as we don't have funding/appropriation for summer meals nor does the classified CBA allow for work beyond the 180-day calendar.

b. Continuous Learning: Mark shared information about 'Shifting School' a professional learning series offered through ESD 105 that will provide individual educators and the district with a cohesive structure for moving to distance learning. We will have two leadership strands plus individual teachers will participate with four sessions of training. The cost is about \$14K and can be paid from program funding. We are one of the few districts in the state to have issued electronic devices to K-12 students and so are ahead of the game in that respect. Also, the PLC work that has been done so far this year has shown to be beneficial for teachers working through how to provide remote continuous learning.

c. Emergency Waiver Plan for 2020 HHS Seniors: Mark explained that the emergency waiver plan is like a pause in the requirements for graduating and applies to 2020 grads only. The waiver gives a district some flexibility and authority in helping seniors, who will be looked at on an individual basis, to graduate.

d. Technology Update: Mark told the board that the secretaries and some support staff spent time after the school closure in March contacting all of the families in the district to find out who has internet. The number without it is lower than anticipated and we are exploring different options for providing access from hotspots through AT&T and/or connections through WA Broadband. A longer term agreement with WA Broadband is being considered as a proactive move in case the start of school next fall is delayed. Francis reminded the board of previous discussions about needing to purchase student devices on a replacement schedule. This is especially important now that so many units have been distributed to students. The first purchase has been made through a state contract at a cost of about \$140K. The intent is that incoming freshmen will get a new device that they will use for their four years of high school. It was noted that the families that picked up devices at distribution days were very appreciative of this effort by the district. The devices were checked out to students and can be tracked for returning them when the distance learning need has passed or when a student moves out of district. Some discussion about Microsoft Teams, one of which is that the program could be used for the board agenda and attachments, which would negate the need to pay for EduPortal. The board was in favor.

e. First Reading of New and Revised Policies: Mark told the board that these policies are either waivers for credits for graduating seniors, related to the waivers or have to do with the current emergency situation. The procedures that accompany a credit waiver policy will have the details about credits waived. Procedures are approved by the superintendent however HHS principal Brandon Jensen asked that the board review #2410P High School Graduation Requirements as it is a proposal he has drafted containing changes for credit requirements for graduation for the class of 2020 and beyond. The policies can be approved at a second reading, which will be at next month's regular board meeting.

New Policies: #2402 *English Language Arts*
 #2403 *Math*
 #2404 *Science*
 #2405 *Social Studies*
 #2406 *The Arts*
 #2407 *Health and Fitness*
 #2408 *Integrated Environmental and Sustainability Education*

Revised Policies: #2413 *Equivalency Credit*
 #2418 *Waiver of High School Graduation Credits*
 #3432 *Emergencies*

Revised Procedure: #2410P *Procedure-High School Graduation Requirements.*

f. Resolution #5-19 Cancellation of Warrants: Francis shared with the board that the county is updating their [financial] system and needs us to cancel some old warrants. The recipients will be notified so they may be reissued. David moved to adopt Resolution #5-19 Cancellation of Warrants, Lupita 2nd; motion carried.

g. Resolution #6-19 Emergency Waiver of High School Graduation Credits: Mark noted that the board must approve the emergency waiver of credits for high school seniors. David moved to adopt Resolution #6-19 Emergency Waiver of High School Graduation Credits, Cindy 2nd; motion carried.

h. Budget Status/Enrollment and Operations Report: Francis said that there will be an enrollment report next month as the state is doing a new calculation of enrollment by looking back at previous years. The budget balance at the end of March was \$1.168m, about \$215K behind the previous year, which was expected [due to the drop in revenue from property taxes]. We anticipate a slow-down in expenditures due

to the COVID-19 school closure but also a reduction in funding. 2020-2021 should be ok and we'll need to be financially careful that year as the two years after that are expected to be quite lean. A new state law requires schools with more than a 62.5% Free and Reduced count by April 1 must go to a 100% Free meal plan for grades K-8 and we were preparing for this change but it was interrupted by COVID-19 and school closure. It could still go into effect next school year. The Transportation balance is down as we recently bought a bus. The annual state audit is almost complete. They looked at a lot of areas this year but we did well and the exit interview is scheduled for May 4. Nikki and Cindy agreed to be the board representatives at the [zoom] interview.

g. Payment of Bills-General, ASB, and Payroll:

The board had the opportunity to review the check summaries and found nothing of concern. David moved with 2nd by Lupita to approve payments for General Fund, ASB, and Payroll as presented; motion passed:

- **General Fund bills** for \$167,493.85 with warrants 72645 through 72739.
- **ASB Fund bills** for \$5,523.14 with warrants 6531 through 6539.
- **Payroll Fund bills** for \$208,362.71 with warrants 72740 through 72758 and \$854,185.71 by direct deposit.

6. CALENDAR OF EVENTS:

The May Work Study Session on May 4 will be conducted using Zoom as will the regular board meeting on May 19, if necessary.

7. Adjournment:

There being no further business, Chair Nikki Keller adjourned the April 21, 2020 Regular Board Meeting at 8:11 p.m.

Chair

Secretary