

**Highland School District #203
Special Board Meeting
District Office
Monday, April 9, 2018 – 7:00 a.m.**

The **April 9, 2018 Special Board Meeting** was convened at 7:04 a.m. Those present included Board Members Nikki Keller, David Barnes, and Chris Garent, Superintendent Mark Anderson, Director of Business and Operations Francis Badu, and Recording Secretary Julie Notman. Board member Lupita Flores was unable to attend.

1. Cornerstone Reimbursement Discussion: Francis gave a brief history of the Cornerstone and College in High School programs. The district has spent approximately \$71k over the past several years, averaging about \$7k-\$8k per year in support of these programs. He noted that the current practice is for parents to pay the tuition fee directly to CWU so no monies are handled by the district. If the student earns a grade of B or higher the district reimburses the parent half of the tuition. After much discussion the board agreed that it is a valuable program and a small cost for offering this option to our students. We will continue the program as is.

Board member Matt Barker joined the meeting at 7:09 a.m.

2. Building Annual Condition Review: Francis reminded the Board of the Asset Preservation Program discussion and vote at the March Regular Board meeting that addressed the State's requirement of maintenance of buildings that they helped fund to build in order to receive State funding of future building projects. Francis reported that district Maintenance Lead Scott Johnson has made an inspection of our buildings and all are in good shape. Every five years a professional must do the inspection but in the intervening years the in-house maintenance person may perform the inspection.

6. Fund Balance Forecast and Analysis: Francis explained the figures on the General Fund Forecast-Fund Balance Analysis report noting that we are being as conservative as possible. The Policy goal is a 7.5% revenue fund balance. Last year it was 11.08%, current budget is at 7.83% and projected year-end is 8.18%. He uses these figures to prepare for future spending and setting expenditure limits. He reviewed with the Board the resolution passed last July, when the budget was adopted, of transferring money this July into Capital Projects but is cautiously counseling the Board that it may be best not to make that transfer. Looking at the McCleary funding changes and limits on what levy monies can be used for in the upcoming years, Francis predicts that we look to be in good shape for 2018-19 but 2019-20 looks bad for being able to fund those things that levy monies currently pay for. After discussion it was decided to revisit this in May and June. Next, Francis shared a comparison chart of the fund balances of area school districts noting that it is good to look at what other district are doing. There followed some discussion about how some districts may be gearing up for building projects as their balances are quite high. Highland is at the low end.

7. Resolution #16-16 Transfer of Funds: GF to DSF Discussion: Discussed along with Item 6: keep this under consideration and renew discussion at the May Work Study Session and as an action item on the agenda at the May Regular Board meeting. May put off until June to be sure about our budget.

9. **Superintendent Contract:** Mark shared that one of the things he'd like the Board to consider is language in his contract stating an automatic addition of one year to his contract unless the Board specifically votes against it by February 1 of each year. There was some discussion and the Board agreed it to be a good idea.

5. **OSPI: School Improvement Supports Discussion:** Mark reported that despite anticipating a negative report, overall Highland is one of the higher performing districts of area districts. That being said, each of our buildings, especially HJH, are right on the edge. TIS is in Tier I for SpEd but that is common amongst districts. Being in Tier I requires a lot of reporting but not much support funding. How many SpEd students a district has and how high or low they are affects testing results. The SpEd curriculum that was approved last month will help. Mark noted that the whole process has changed and the State is behind in identifying districts as well as helping with what a district needs to do to improve. All districts are labeled as being in Foundational Support. ELL, SpEd, Gen Ed, poverty, race, and more are all areas in which a district might not meet standard and thus earn a Tier I (or higher/lower) designation. Discussion followed. It was noted that, because they do so much of it, the students are tired of testing.

Tech Director Brian Johnson joined the meeting at 7:33 a.m.

3. **Tech Policy & Procedure Discussion:** Brian started the discussion about the new tech policy with suggesting the use fee start at \$20 and phase in a higher \$40 fee, starting with freshmen, when there are new devices to hand out. There was discussion about fees, the logistics of collecting them, what to do if/when a family refuses to participate, what happens if a device is stolen at school, breakage, and how to keep the program funded. A statement was added to the policy regarding devices stolen while at school. A tech levy will likely be needed. Brian will monitor the cost of repairing/replacing broken/worn out devices. He noted that he anticipates the devices we have will last about four years and would like to start purchasing new devices in a couple of years to start a rotation of buying new devices and retiring old ones. He was surprised at the relatively low number of devices that have gotten broken thus far. Brian reported that the new security camera system installation is starting today at the high school. This should take two weeks then they'll be installed at TIS and MWC taking about a week at each location. The project should be done by the end of the month. He reported that in anticipation of state testing, TIS had a practice test using all the new devices at one time and all went well.

Brian left the meeting at 7:48 a.m.

8. **Staffing Discussion:** Mark reported that we will be able to reduce staff by three as planned due to Brad Jacobson and Russ Bender not returning at the high school, and 6th grade teacher Jen Webster requesting a one-year sabbatical for 2018-19. We have hired a 7-12 Math Teacher to replace Javier Ruiz who had a one-year non-continuing contract. Mark explained some plans to move teachers around to meet district needs with this reduction and some possible administrative changes. He asked the board to again consider moving the 6th grade to the junior high building and 3rd grade to TIS to better serve the students.

8:11 Michelle Curry and Kirsten Lenz joined the meeting.

4. Student Services Presentation: Michelle began the presentation with a list of services/areas that Student Services supports: Migrant Ed, Special Ed, Bilingual Ed, Title I/Preschool, Title II/Teacher Quality, Title IV/Kinder Camp, LAP, Rosetta Stone, Rural Ed, and McKinney Vento. Kirsten gave a brief biography of her rise through the ranks in our district culminating with earning her certificate in Program Management and Special Education at the end of this school year. She continued by explaining the areas she oversees: Transitional Bilingual program, Preschool program, Academic Support Team. Over the next several minutes the following people came into the meeting to present about the area in which they serve:

Kirsten Lenz: Migrant Ed, speaking for Elizabeth Thompson who is out on maternity leave.

Ana García: Special Ed, Rosetta Stone

Angie Valdez: Bilingual Ed/Transitional Bilingual

LaDonna Nelson: Title I, LAP and Intervention Support.

The Board asked questions of each presenter regarding the program in which they work and were duly impressed with how much each person does to help students and staff, and the effort needed to create and submit the required reports to ensure the district gets the funding it needs for all of these programs.

Kirsten, LaDonna, and Michelle left the meeting at 8:44 a.m.

Discussion about the presentation.

Meeting adjourned at 8:50 a.m.

Chair

Secretary