

Highland School District #203

HHS/HJH Library

Tuesday, August 20, 2019

Regular Board Meeting-7:00 p.m.

The **August 20, 2019, Regular Board Meeting** was called to order by Chair Nikki Keller at 7:00 p.m. Others present included Board Members David Barnes and Carlos López, Superintendent Mark Anderson, Director of Business and Operations Francis Badu, Highland staff Bryanne Hoffee and Lisa Biddick, and new student teachers (see attached sign-in sheet). Recording Secretary Julie Notman was absent.

The **flag salute** was led by David Barnes.

2. APPROVAL OF MINUTES

The board had read the minutes and there were no questions nor concerns. Carlos moved to approve the **July 16, 2019 Regular Board Meeting Minutes** as presented, 2nd by David; motion passed.

3. COMMUNICATIONS

a. Public Comment: MWC staff Bryanne Hoffee and Lisa Biddick introduced the YVC Teacher Prep Program student teachers that will be in their classrooms this year, Gabriela Palomino, Jen Rankin and Travis Frymier.

4. UNFINISHED BUSINESS

There was none.

5. NEW BUSINESS

a. Capital Projects:

i. TIS Safety/Fire Panel Replacement

ii. HHS Generator Replacement

iii. HHS Water Softener/Filtration System Repair/Replace

Francis explained the three pending capital projects, that they are not large projects and will be done outside of school hours so as to not affect staff or students. David moved to approve the three Capital Projects as presented, Carlos 2nd; motion carried.

b. Produce Bids for 2019-2020: Francis presented the 2019-2020 produce bid analysis sheet. He recommended that all vendors be approved so Food Services can make purchases that best benefit the district. Carlos moved with 2nd by David to approve all produce vendors that submitted a bid for the 2019-2020 school year; motion carried.

c. Transportation Request: Francis informed the board of a request by Naches School District to transport its students to YV Tech {along with the HHS YV Tech students}; however, they canceled the request due to a limited number of students they have for the program.

d. Staffing Discussion: Mark updated the board on [classified] staffing changes explaining that we have to follow contract language when we open up new positions. There are three one-year-only classified positions, two at MWC and one at HHS/HJH. Recall of RIF'd (Reduction In Force) employees is by rank order of seniority unless superseded by qualifications.

e. Budget Status/Enrollment and Operations Report: Francis reviewed the budget status report. The General Fund balance stands at 1.24 m compared to 1.54 m for the same time last year. He said the balance is expected to tick up by the end of the fiscal year but will still be less than the previous year.

f. Personnel Report: Mark went over the report with the board and asked them to note the number of teachers who are out-of-endorsement. The board needs to specifically approve those as they work to secure

the needed endorsements. David moved to approve the August 20, 2019 Personnel Report as presented, including teachers teaching out-of-endorsement: Lauren Adams, Amy Carlson, Kevin Madson and Gretchen Vachon, Alexandria Ritchie teaching with an Emergency Sub certificate, and Kari McKee teaching with a Washington State Teaching Permit, Carlos 2nd; motion carried.

g. Legislative Report: David said there was nothing to report.

h. September Work Study/Retreat Discussion: After discussion it was decided to move the expanded work study session/board retreat to October.

i. Payment of Bills-General, ASB, Capital Projects and Payroll. The board had the opportunity to review the check summaries and found nothing of concern. Carlos moved with 2nd by David to approve payments for General Fund, ASB, CP, and Payroll as presented; motion passed:

- **General Fund bills** for \$103,426.58 with warrants 71586 through 71674
- **ASB Fund bills** for \$8,447.98 with warrants 6391 through 6396
- **Capital Projects** for \$11,899.39 with warrants 677 through 679.
- **Payroll Fund bills** for \$209,166.60 with warrants 71563 through 71585 and 71675 through 71682 and \$815,738.41 by direct deposit.

6. CALENDAR OF EVENTS:

Mark informed the board of the sequence of events for the beginning of the school year and invited them to attend.

7. Adjournment:

There being no further business, Chair Nikki Keller adjourned the August 20, 2019 Regular Board Meeting at 7:20 p.m.

Chair

Secretary