

**Highland School District #203
Regular Board Meeting
Highland High School Classitorium
Tuesday, February 21, 2017 – 7:00 p.m.**

The **February 21, 2017, Regular Board Meeting** was called to order by Chair Nikki Keller at 7:00 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.

Chris 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 January 17, 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.

CONSENT AGENDA

Nikki reminded the board of the purpose of and process for the Consent Agenda. There were no questions and none of the Consent Agenda items were removed to Unfinished Business for further discussion. Chris moved with 2nd by Lupita to approve the Consent Agenda items as listed below; motion passed:

New Policy #2106 Program Compliance

New Policy #4217 Effective Communication

Revised Policy #2411 Certificate of Educational Competency

Revised Policy #2413 Equivalency Credit for Career and Technical Education Courses

Revised Policy #3115 Homeless Students: Enrollment Rights & Services

Revised Policy #4220 Complaints Concerning Staff or Programs

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Francis presented the **Budget Status/Enrollment and Operations Report**. He noted that as of January 31 the General Fund balance was \$1.432m, about \$400k more than last year. We budgeted to an anticipated FTE student count of 1139 but our average has been higher resulting in greater allocation coming from the state. There was discussion about moving funds to Capital Projects later in the year to be available for unexpected expenses. The February enrollment report showed a nearly equal number of students having enrolled as withdrew, the headcount was 1145.

Francis reported on Operations sharing that the CTE project walk-through was today. Only one general contractor was present plus a few electrical sub-contractors. He noted that Architect Ryan Monson thinks we'll receive four bids, three from Spokane area contractors and one local. Bids were originally due on March 1 but due to a conflict with Davis HS having the same bid due date for their (larger) project, our due date was moved to March 7 so that contractors that don't win the Davis project might bid on ours. Mark suggested holding a Special Meeting on March 8 to approve a bid, or reject them, as deemed best for the district. After discussion regarding the portables, the board authorized Mark and Francis to explore options for purchasing and installing them with emphasis on the work being completed in time for the start of school next fall. They will present options at the next meeting. Francis mentioned that work on the bus garage has been on hold due to the weather but with things melting it will proceed as soon as conditions allow.

Mark and the Board reviewed the **Personnel Report** and made note of three retirements. There were no questions about the report so David moved, Lupita 2nd to approve the Personnel Report; motion passed.

David said there was not much for the **Legislative Report**. He made note of PSE happenings and that talks concerning McCleary are ongoing.

The board had previewed 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 as presented; motion passed:

- **General Fund bills** for \$173,537.95 with warrants 67004 through 67127
- **ASB Fund bills** for \$12,653.38 with warrants 5877 through 5897
- **Capital Projects bills** for \$58,968.52 with warrants 478 through 485;
- **Payroll Fund bills** for \$328,529.13 with warrants 67128 through 67159 and \$615,349.35 by direct deposit.

There being no further business, Nikki adjourned the February 21, 2017 Regular Board Meeting at 7:20 p.m.

Chair

Secretary