

**Highland School District #203  
Special Board Meeting  
HHS/HJH Library  
February 26, 2019, 6 p.m.**

**1. CALL TO ORDER**

The February 26, 2019 Special Board Meeting was called to order by Board Vice-Chair David Barnes at 6:00 p.m. Also present were Board members Matt Barker and Lupita Flores; Superintendent Mark Anderson, Director of Business & Operations Francis Badu, community member Pastor Phil Claussen and Recording Secretary Julie Notman. Board member Nikki Keller was absent.

Matt Barker led the Flag Salute.

**2. APPROVAL OF MINUTES**

There were no questions nor comments regarding the minutes. Matt moved to approve the **January 7, 2019 Work Study Session** and the **January 22, 2019 Special Board Meeting minutes** as presented, Lupita 2<sup>nd</sup>; motion passed.

**3. COMMUNICATIONS**

**a. Public Comment:** Local church Pastor Phil Claussen shared two experiences he has had with TIS Principal Kelly Thorson, complimenting him on his handling of the situations with difficult and/or upset students and parents. He spoke highly of Kelly's compassion for the students and ability to handle the parent calmly, and expressed his respect for Kelly. The board thanked him for his comments. Pastor Claussen left the meeting at 6:04 p.m.

**b. Administrator Reports:** There were no comments nor questions regarding the administrator reports.

**4. CONSENT AGENDA**

The action item label was erroneously omitted from the agenda so Matt moved to make Item 4. Consent Agenda an action item, Lupita 2<sup>nd</sup>, motion passed. The board had read the policies on the consent agenda and had no questions nor concerns about any of them so Matt moved, with 2<sup>nd</sup> by Lupita, to approve the policies on the consent agenda as presented; motion passed.

New Policy:            #2104 *Federal and/or State Funded Special Instructional Programs*  
Revised Policies:    #1111 *Oath of Office*  
                              #2000 *Student Learning Goals*  
                              #2255 *Alternate Learning Experience Courses*  
                              #3241 *Classroom Management, Discipline, and Corrective Action*  
                              #4130 *Title I Parent and Family Engagement*  
                              #6100 *Revenues from Local, State and Federal Sources*  
                              #6220 *Bid or Proposal Requirements*

**5. UNFINISHED BUSINESS:**

**a. Overnight Travel Request-HHS Boys Soccer:** This request was reviewed and supported at the February 11 Work Study Session. Matt moved with 2<sup>nd</sup> by Lupita to approve the Boys Soccer Overnight Travel Request as presented; motion passed.

**b. Tieton Lion's Club Building:** Matt explained his reasons for reaching out, as an individual but not representative of the board, to local businessman Ed Marquand about the Tieton Lion's Club building. The board agreed that they are in unison with disappointment over the difficulties associated with transferring the title of the building. The discussion was tabled until Lion's Club members can attend a meeting to discuss the status of the title problems and how to proceed.

**c. Director Districts Redistricting Discussion:** The board had read the minutes from 2011 of the initial work study, the hearing and the board meeting where the redistricting was approved. It was explained that after each census, the population of a district must be analyzed to ensure equity in population numbers of the director districts. After the 2010 census it was discovered that our director districts were not very even

and so the process began to remedy that by moving the boundary lines. As required, a public hearing was held in May 2011 and the board approved the redistricting at the June 2011 regular meeting. Omitted was a resolution and submission of the change to ESD 105 and the county. The board agreed that they need to follow through with the process.

## **6. NEW BUSINESS:**

**a. Resolution #6-18 Redistricting of Director Districts:** Matt moved and Lupita 2<sup>nd</sup> to adopt Resolution #6-18 Redistricting of Director Districts as presented; motion passed unanimously.

**b. 2<sup>nd</sup> Reading of New and Revised Policies:**

New Policy: *#1105 Electoral System*

Revised Policy: *#5406 Leave Sharing*

There were no questions nor concerns about the policies under consideration so they will move to the 3<sup>rd</sup> Reading/Consent agenda in March.

**c. Budget Status/Enrollment and Operations Report:** Francis reported that as of the end of January the GF is \$1.4m, about \$250k above this time last year but now that it is 2019 the levy cap of \$1.50/\$1000 value will be in effect and our levy income will drop significantly. Between the remainder of the bond money and the money that has been moved from GF in anticipation of capital project needs, the CP balance is at about \$616k. Francis shared that there is a problem with the high school-junior high campus exterior lighting and heating system control program that was installed in 2002. It had a life span of 15 years and is now malfunctioning. The lights in the parking lot are randomly turning off at night and some classrooms have been without heat. When Scott reprograms the system to get the heat working in one classroom, it turns off in a different one resulting in some rooms being 40-50° this winter. Johnson Controls originally installed the lighting/heating system and has the contract for it. They have been on-site and recommended replacing the entire system but we have the option of replacing only the control program for now. This will fix the problem until the entire system can be replaced in a few years. Replacing the control program will cost \$31k-\$40k. After some discussion the board agreed to move forward with replacing the control program using capital project funds however they would like some guarantee that this replacement will interface with whatever new system is installed in the future.

Enrollment: Francis noted that five more students withdrew than enrolled as of the February count, dropping enrollment to 1125 headcount and 1112 FTE. He plans to budget for around 1110 FTE next school year.

**d. Personnel Report:** Mark shared the retirement of bus driver Jeff Hunker, maternity leave for para-educator Alejandra Hernandez, HHS teacher Aimee Hostetler teaching out-of-endorsement, and the renewal of his superintendent's contract with the addition of one year. Mark noted that Aimee received the theatre arts endorsement in early September, but is considered teaching out-of-endorsement for the entire school year because the endorsement came after the first day of classes. Mark said there have been no applicants for the Special Ed teaching position so we are looking at staffing options for SpEd positions as well as other positions in the Student Services department. There was little activity in the extra-curricular section of the report. There were no questions about the personnel report so Matt moved and Lupita 2<sup>nd</sup> to approve the report as presented including Aimee Hostetler teaching out-of-endorsement for the 2019-2020 school year due to the delayed receipt of the theatre arts endorsement; motion carried.

**g. Legislative Report:** David said it is quiet and there is nothing to report this month.

**h. Payment of Bills-General, ASB, Capital Projects, and Payroll.** The board had the opportunity to review the check summaries and found nothing of concern. Lupita moved with 2<sup>nd</sup> by Matt to approve payments for General Fund, ASB, Capital Projects, and Payroll as presented; motion passed:

- **General Fund bills** for \$224,975.38 with warrants 70697 through 70852
- **ASB Fund bills** for \$12,823.73 with warrants 6285 through 6302;
- **Capital Projects** for \$9,693.41 with warrants 674 through 674;
- **Payroll Fund bills** for \$198,179.88 with warrants 70670 through 70696 and \$875,972.99 by direct deposit.

**7. CALENDAR OF EVENTS**

David reviewed the upcoming calendar events noting that the March Work Study Session is this coming Monday. The regular board meeting date should be solid and not need to be moved. Mark shared about the snow days the district has had and the option of requesting a waiver. There are fiscal and school day considerations for this that staff are unaware of and it may not be in the best interest of the district to request one. He will keep the board posted.

**8. ADJOURNMENT**

There being no further business, David adjourned the February 26, 2019 Special Board Meeting at 6:48 p.m.

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Chair

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Secretary