

**Highland School District #203
Regular Board Meeting
Highland High School Classitorium
Tuesday, January 17, 2017 – 7:00 p.m.**

The **January 17, 2017, Regular Board Meeting** was called to order by Chair Nikki Keller at 7:00 p.m. Others present included Board Members David Barnes and Lupita Flores; Superintendent Mark Anderson, and Recording Secretary Julie Notman. Board Members Chris Garent and Matt Barker were unable to attend and Director of Business and Operations Francis Badu was excused from the meeting.

Lupita led the **flag salute**.

There were no questions nor recommendations for amendments so David moved to approve the **minutes of the December 5, 2016 Board Work Study Session and the December 19, 2016 Special Board Meeting**, Lupita 2nd; motion passed.

COMMUNICATIONS

Mark presented the school board members that were present with cards of appreciation from the PSE and the staff in the district office for **School Board Recognition**. Poor road conditions kept the HEA president from attending this meeting and so she will present to them at a later date.

There was no **Public Comment**.

The board had read the **Administrator Reports** and there were no questions nor concerns about any of the reports.

UNFINISHED BUSINESS

2nd Reading of New Policy #5455 Social Media. The Board acknowledged reading the policy and had no questions nor concerns about it except for a suggestion to include the FAQ sheet. These pages will be incorporated or added to the 5455P Procedure when it is adopted. There will be another reading at the Work Study Session in February to include input from the admin team, then this policy will be set for action at February's Regular Board meeting.

2nd Reading of Revised Policy #3241 Discipline. Mark reminded the board that this is the policy that is still under review at state level and so we will be on-hold with it until the state reaches a decision. He noted that there is a workshop coming up at which he might be able to get updated information.

NEW BUSINESS

Mark presented the Overnight Travel Request submitted by Lynsey Walker, the HHS Counselor. All agreed it sounds like a worthwhile event. David moved to approve the **Overnight Travel Request-Inland NW Female Summit**, Lupita 2nd; motion passed.

David and Nikki presented two policies for 2nd reading:

New Policy #2411 Certificate of Educational Competency
Revised Policy #2413 Equivalency Credit for Career and Technical Education Courses.

There were no questions nor concerns so these will be moved to action at the next board meeting.

Mark presented the **Surplus Vehicle Recommendation**. As this is standard process for taking a bus out of service and off the inventory, David moved, with 2nd by Lupita to sell the bus; motion passed.

New Bank Accounts at Banner Bank: Mark explained that the district wants to be able to offer online payment options to our patrons and our current bank does not offer online services. Francis researched services offered by other local financial institutions and selected Banner Bank as the best choice for all of the district's financial account needs and has proposed that we move all of our accounts to Banner Bank. It was noted that no one from TIS was listed as a signer on an imprest checking account and asked them to be added to the list. David moved, with 2nd by Lupita to approve moving the district's accounts from Yakima Federal to New Bank Accounts at Banner Bank per the provided list of names/accounts with the amendment of adding Kelly Thorson and Carmen Rodriguez as signers on a TIS imprest checking account, if one is needed; motion passed.

Mark presented the **Budget Status/Enrollment and Operations Report**. There was a brief discussion about the budget amounts but the board had no questions nor concerns. Mark gave an operations report noting that the maintenance building is on-hold until the weather improves. The CTE abatement work will start in about a week and should take 3-4 days. After the air quality is checked the transportation crew will be able to pull buses back in there for needed maintenance or repairs. Mark noted that the next Work Study Session will be an important meeting as there will be a CTE Cost Study presented and the board needs to be prepared to take action on the [construction] bid at the next regular board meeting. The construction cost estimate provided by Roen (a construction cost estimation company) came in a bit higher than anticipated. The bid for the asbestos abatement work however, was lower than estimated. Roen's cost estimate has been sent to Loofburrow for review and Monson Architects will work up an estimate for comparison which will also be sent to Loofburrow. [Construction] bids are due on the date of the next regular board meeting so changing the meeting date to the next night was discussed.

The high number of students withdrawing to travel to Mexico listed on the Enrollment Report was noted and discussion followed about policy and procedure regarding withdrawing and re-enrolling students.

Mark and the Board reviewed the **Personnel Report** and made note of a retirement, some resignations and maternity leave requests. There were no question about the report so David moved, Lupita 2nd to approve the Personnel Report; motion passed.

Mark gave the **Legal Update**.

David said there was not much to report for the **Legislative Report**, Mark said he may have something to share from Legislators after attending some upcoming Leg events.

The board had previewed the check summaries for General Fund, ASB, Capital Projects, and Transportation. It was noted that there were a lot of check summaries but there were no concerns nor questions. David moved with 2nd by Lupita to approve payments of **General Fund bills** for \$165,144.30 with warrants 66879 through 66970; the **ASB Fund bills** for \$16,190.96 with warrants 5859 through 5876; **Transportation Vehicle bill** for \$117,732.88 with warrant 28; **Capital Projects bills** for \$76,473.07 with warrants 472 through 476; and the **Payroll Fund bills** for

\$327,297.80 with warrants 66971 through 67003 and \$636,742.14 by direct deposit as presented; motion passed.

There being no further business, Nikki adjourned the January 17, 2017 Regular Board Meeting at 7:55 p.m.

Chair

Secretary