

**Highland School District #203**  
**Regular Board Meeting**  
**District Office**  
**Tuesday, July 17, 2018 – 7:00 p.m.**

The **July 17, 2018, Regular Board Meeting** was called to order by Chair Nikki Keller at 7:01 p.m. Others present included Board Members Matt Barker and Chris Garent, Superintendent Mark Anderson, Director of Business and Operations Francis Badu, and Recording Secretary Julie Notman. Board Members David Barnes and Lupita Flores were absent.

The **flag salute** was led by Matt Barker.

## **2. APPROVAL OF MINUTES**

There were no questions nor comments regarding the **June 4, 2018 Board Work Study Minutes** or the **June 19, 2018 Regular Board Meeting Minutes** so Chris moved and Matt 2<sup>nd</sup> to approve the minutes as presented; motion passed.

## **3. COMMUNICATIONS**

**a. Public Comment:** There was no public comment.

**b. Public Hearing: Adoption of the 2018-2019 Budget:** As there was no one from the community present, the 2018-2019 budget adoption details will be presented and discussed under agenda item 5a.

## **4. UNFINISHED BUSINESS**

**a. School Board Operating Protocol**

**b. Self-Appraisal of the Board**

**c. Board Goals for 2018-2019 School Year**

The Board had discussed and updated the protocol, self-appraisal and 2018-2019 goals at their retreat in June. There were no further questions about these so Matt moved to approved the School Board Operating Protocol, Self-Appraisal of the Board, and the Board Goals for the 2018-2019 School Year, Chris 2<sup>nd</sup>; motion carried.

**d. 2<sup>nd</sup> Reading of Revised Policy #2320 Field Trips, Excursions and Outdoor Education**

**e. 2<sup>nd</sup> Reading of Revised Policy #6620 Special Transportation**

Nikki reminded the Board that policy #2320 has been updated to include language giving the superintendent authority to approve post-season travel when submitted with appropriate documents in a timely manner. Policy #6620 is a related policy and mainly has updated/housekeeping language edits. Both policies will be on the Consent Agenda in August.

**f. Substitute Pay Increase:** Mark and Francis shared that an increase is needed for our substitute teacher pay to more closely match other districts in the area so that subs will make the drive out here. The full day pay will go from \$130 to \$150 and the half-day rate will go from \$70 to \$75. It was noted that the district paid over \$100k for substitutes in 2017-2018. The Board agreed it is a good idea. The change is on this month's personnel report and will be approved with that.

## **5. NEW BUSINESS**

**a. Resolution #6-17 Adoption of the Budget for 2018-2019**

**b. Resolution #7-17 Authorizing Appointment of Investment Officers**

**c. Resolution #8-17 Transfer of Funds: GF to DSF for QZAB Bonds**

**d. Resolution #9-17 Transfer of Funds: GF to DSF Nov. 2018**

**e. Resolution #10-17 Transfer of Funds: GF to DSF May 2019**

**f. Resolution #11-17 Transfer of Funds: GF to CPF**

Francis explained that with the McCleary decision come new rules about the budget process including a requirement to have a four (4) year budget projection, and holding at least one public hearing about the budget. He reviewed each of the resolutions, reminding the Board that these are resolutions we have each year to authorize the movement of funds in preparation for paying bonds, and in anticipation of capital project needs. The QZAB (bond) will be due in 2021 and he estimates that we should have that \$800K payment ready on time. The current M & O bond, an eight (8) year bond passed in 2014, will retire in 2023 so we will be preparing this fall to present a new one, now called 'Enrichment' bonds, next winter. Chris moved to approve Resolutions #6-17, #7-17, #8-17, #9-17, #10-17, and #11-17 as presented, Matt 2<sup>nd</sup>; motions carried.

**g. Budget Status/Enrollment and Operations Report:** Francis reviewed the budget, and the staff and enrollment counts, noting the budget looks pretty good at the moment. We are still working out a rotation and replacement schedule for the tech devices that are issued to students.

**h. Personnel Report:** Mark shared that the new hire for the 7-12 Special Ed position rescinded the position. Other options for filling that position have been reviewed and it was decided to offer it to another applicant, Evelia Salazar. She accepted with the understanding she will take a required test in early August and plans are in place for meeting OSPI requirements for her to teach while finishing her certification. Her placement will be on next month's personnel report. We are still looking for a 3<sup>rd</sup> grade teacher. Francis explained staffing overloads and reductions that the district has done to match state guidelines and in preparation for the new funding restrictions. There was a general discussion about negotiations: PSE may have a tentative agreement, HEA is just getting started. Matt moved to accept the Personnel Report as presented, with correction to the dates in 3a, Chris 2<sup>nd</sup>; motion passed.

**i. Legislative Report:** There was no legislative report this month.

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

- **General Fund bills** for \$116,564.57 with warrants 69640 through 69740
- **ASB Fund bills** for \$2,048.12 with warrants 6189 through 6196
- **Capital Projects bills** for \$16,987.73 with warrants 668 through 670;
- **Payroll Fund bills** for \$356,193.88 with warrants 69611 through 69639 and \$759,214.20 by direct deposit.

**7. CALENDAR OF EVENTS:**

There will be an August Work Study Session on Monday, August 6, at 7 a.m.

There being no further business, Chair Nikki adjourned the July 17, 2018 Regular Board Meeting at 7:58 p.m.

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Chair

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Secretary