

**Highland School District #203  
Regular Board Meeting  
Highland High School Classitorium  
Tuesday, July 19, 2016 – 7:00 p.m.**

The **July 19, 2016, Regular Board Meeting** was called to order by Chair Chris Garent at 7:00 p.m. Others present included Board Members David Barnes, Matt Barker, and Lupita Flores; Superintendent Mark Anderson, Director of Business and Operations Francis Badu, and Recording Secretary Julie Notman. Board member Nikki Keller was absent.

The board meeting was moved from the Classitorium in the high school wing to the staff room in the junior high wing due to the internet upgrades that are being performed in the building. These upgrades resulted in no internet connection available on the high school side of the building so those present could not connect to the board documents. Wi-Fi was available in the junior high wing so the meeting was able to proceed from there.

Matt led the **flag salute**.

The board members had had time to read the minutes from the board meetings in June. There were no questions nor recommendations for amendments. David moved to accept the **minutes of the June 7, 2016 Work Study Session** and the **minutes of the June 21, 2016 Regular Board Meeting**, Lupita 2<sup>nd</sup>; motion passed.

### **COMMUNICATIONS**

There were no **Communications**.

### **UNFINISHED BUSINESS**

Mark suggested extending the work study session in August as a **Retreat** to have discussion about **Self-Evaluation and Board Goals**. Many of the board members are not available on the regular work study date so it was decided to cancel the August Work Study. Other dates, options and the topics that need covered were discussed. It was decided to hold a board and admin retreat at Mark's house on Monday, August 15, 6:30 pm. On Tuesday, August 16 the board will meet prior to the regular board meeting at 6:30 pm for their board retreat to discuss board goals and self-evaluation.

### **NEW BUSINESS**

Mark opened discussion regarding the **September Work Study** noting that it falls on the first day of school, September 6. He likes to visit the schools on the first day so it was agreed to move the meeting to Tuesday, September 13. Later there was discussion regarding the best day of the week/month for work studies and the group decided to meet on the first Monday of each month pending approval at the August 16, 2016 Regular Board meeting of *Revised Policy 1400 Meeting Conduct, Order or Business and Quorum* reflecting said change.

Francis presented **Resolution #11-15 Adoption of the Budget for 2016-2017** giving the details of the budget including the estimates used and also the recent disclosures on MSOC. He noted that

we're estimating our student count at 1135, that initial negotiations with PSE show them asking for a substantial increase in compensation. The fund balance is at about 10% which is a good place to be. We recently acquired a 10 passenger van and there are plans to buy a new bus and to replace one of the food service vans as both are old and undependable. Matt moved to adopt Resolution #11-15 Adoption of the Budget for 2016-2017, with 2<sup>nd</sup> by David; motion passed.

Mark presented **Resolution #12-15 Authorizing Appointment of Officers** which is an annual resolution. There were no questions about it. Matt moved to adopt Resolution #12-15 Authorizing Appointment of Officers, Lupita 2<sup>nd</sup>; motion passed.

**Facilities Update:** Mark described the progress of the electrical upgrade at MWC noting that they had a meeting there this morning and that the work is on schedule and should be completed by the time the teachers are set to return. He then described what was covered in an hours-long second meeting with Monson Architects, the electrical subcontractor and some Highland staff regarding the CTE project. They finalized some of the contract language and things are moving along. Francis noted that there will be information on the cost at the next board meeting.

Francis shared information about the **Bid Approvals** speaking first about the progress to date on the athletic field. He noted that invitations to bid were put out through the Small Works Roster and described the work that will be covered. He explained the line items on the expenditures page and answered questions from the board including the expected timeline for completion which should be prior to the first fall athletic competitions. Matt expressed concern over the amount that the district is receiving from the insurance company for the vandalism to the track and mats. Mark explained about the estimate process which affected the insurance payout. David moved to accept the Athletic Field Upgrade Bid, Lupita 2<sup>nd</sup>; motion passed.

Next Mark described the maintenance garage bid and the expenditures page, and presented a letter received from Concord Construction who won the bid (only one submitted). He noted that he and Francis have met in depth regarding the building and have been given conflicting information from different sources regarding the pitch of the roof, quality of insulation, a potential heating system, and the design of the building in relation to those components in regards to how it is constructed now and what improvements might be considered and implemented in the future. After much discussion it was agreed to do the work as Concord Construction has recommended although the price is higher than initially indicated. This however, will be more cost effective in the long run. Construction is expected to start by the end of August. David moved to approve the Maintenance Shop Bid with 2<sup>nd</sup> by Matt; motion passed.

Mark explained the correction in the June 21, 2016 **Personnel Report**. He noted that we currently have all of our teaching positions filled but still have some athletic coach positions open as recorded on the July 19, 2016 Personnel Report. Matt moved to approve the Corrected June 21, 2016 and the July 19, 2016 Personnel Reports, Lupita 2<sup>nd</sup>; motion passed.

David said there was nothing to report for the **Legislative Report**.

The board had previewed the check summaries for the General Fund, ASB, and Capital Projects. There were no concerns nor questions. Lupita moved with 2<sup>nd</sup> by David to approve payments of **General Fund bills** for \$140,910.65 with warrants 65988 through 66074; the **ASB Fund bills** for \$3,989.02 with warrants 5794 through 5805; **Capital Projects bills** for \$144,238.71 with warrants

385 through 398; and the **Payroll Fund bills** for \$335,952.69 with warrants 66075 through 66108 and \$694,740.34 by direct deposit as presented; motion passed.

There being no further business, Chris adjourned the Regular Board Meeting at 7:52 p.m.

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Chair

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Secretary