

**Highland School District #203
Conducted via Zoom
Tuesday, July 21, 2020 7:00 p.m.**

Public Hearing: 2020-2021 Budget

Regular Board Meeting

The **July 21, 2020, Public Hearing and Regular Board Meeting**, which were held remotely via Zoom due to the state COVID social distancing requirement, were called to order by Chair Nikki Keller at 7:00 p.m. Others present included Board members David Barnes, Carlos López, and Cindy Reed; Director of Business and Operations Francis Badu, and Recording Secretary Julie Notman. Superintendent Mark Anderson was excused. Board member Lupita Flores was absent.

Public Hearing: At 7:00 pm Board Chair Nikki Keller convened the hearing. No public joined the meeting and as the 2020-2021 Budget and Four-year Budget Plan had been thoroughly discussed with the board at the July Work Study Session, the regular board meeting commenced.

The **flag salute** was led by David.

2. APPROVAL OF MINUTES

No one had any questions nor corrections. David moved to approve the June 1, 2020 Work Study Session and June 16, 2020 Regular Board Meeting minutes as presented, Carlos 2nd; motion carried.

3. COMMUNICATIONS

Nikki shared a letter received from grandparent John Abercrombie about his concerns with some of the athletic programs at Highland. The letter has been shared with HHS Principal Brandon Jensen and Athletic Director Josh Borland. The board discussed the letter and leave it to Mr. Jensen and Mr. Borland to address the concerns.

4. UNFINISHED BUSINESS

There was none.

5. NEW BUSINESS

a. Resolution #10-19 Adoption of the Budget for 2020-2021: Francis said the budget shows all the appropriations from the state for 2020-2021, and the following three years' budget projections. There were no questions about either. Carlos moved to adopt Resolution #10-19 Adoption of 2020-2021 Budget, Cindy 2nd; motion carried

b. Resolution #11-19 Transfer of Funds: GF to DSF

c. Resolution #12-19 Transfer of Funds: GF to CPF

Francis: these two resolutions are for a) transferring funds from the General Fund to the Debt Service Fund for the athletic field upgrade loan. This \$25,320 amount is the last to be transferred for this loan as the amount in the DSF will now be enough to pay the loan which is due this December 2020, and b) transferring funds, \$30K, from the General Fund to the Capital Projects Fund in anticipation of unforeseen expenses. This is something we do every year to be prepared for an emergency. Some years we have moved more (\$50K, \$40K) and this transfer isn't scheduled until June 2021 in case we have greater than anticipated expenses related to COVID-19 and need to cancel it. David moved to adopt Resolution #11-19 Transfer of Funds: GF to DSF and Resolution #12-19 Transfer of Funds: GF to DSF as presented, Carlos 2nd; motion carried.

d. Resolution #13-19 Authorizing Appointment of Investment Officers: Francis: this is a resolution we have every year to update the county record as to who is authorized to approve warrants: Superintendent, Director of Business & Operations, and board members, and to invest money: Superintendent and Director of Business & Operations. Francis manages the money but it is handled through the county, where we earn

a small amount of interest. Carlos moved to adopt Resolution #13-19 Authorizing Appointment of Investment Officers as presented, David 2nd; motion passed.

e. Budget Status/Enrollment and Operations Report: Francis said the books closed at the end of June with the general fund balance at \$1.30M whereas last year at the same time it was \$1.82M. He said that it is usually lower in June as it is the end of the year and that it will go up when we receive the allocation from the state this month. The other fund balances remain about the same as the previous month.

f. Personnel Report: Nikki pointed out the corrections on the June 16, 2020 Personnel Report in section 3a: addition of titles for Kirsten Lenz and Courtney Sund, and the addition of section 3c: payment for Best Grant management to Linda Manske. There were no questions about the corrections. David moved to accept the corrected June 2020 Personnel Report as presented, Cindy 2nd; motion carried.

Nikki: MWC 2nd grade teacher, Tina Criste, first submitted a letter of resignation then amended it to ask for a one year Leave of Absence to take a teaching job in Yakima. The Board accepts the letter of resignation but not the one year leave of absence. Lisa Monson will fill the 2nd grade position and a 3rd Grade position has been posted. Linda Manske will return as a .3 FTE Retire/Rehire as the BEST Program Coordinator and Michelle Curry will return for one more year as the PLC Facilitator. Francis said the state approved an Implicit Price Deflator [formerly Cost of Living Adjustment] and it is expected that this passes through to the employees. He said it is already built into the HEA CBA so the personnel report just notes it going to Administrators and Classified staff.

David moved to accept the July 21, 2020 Personnel Report, including the resignation of Tina Criste, as presented, Carlos 2nd; motion carried.

g. Legislative Report: Cindy said there is nothing to report.

h. Payment of Bills-General, ASB, and Payroll:

The board had the opportunity to review the check summaries and found nothing of concern. David moved with 2nd by Carlos to approve payments for General Fund, ASB, and Payroll as presented; motion passed:

- **General Fund bills** for \$167,713.59 with warrants 72950 through 73037.
- **ASB Fund bills** for \$3,081.32 with warrants 6560 through 6563.
- **Payroll Fund bills** for \$208,295.97 with warrants 73038 through 73053 and \$1,008,205.40 by direct deposit.

7. CALENDAR OF EVENTS:

Nikki confirmed that the August work study session will be on Tuesday the 11th per Mark's request as he may have information to share about reopening from the state and county health department. The regular board meeting is scheduled for August 18, where the reopening plan will need to be approved. She shared that she'd just received an email from WIAA about a decision to make a four-season year with moderate to high-risk fall sports (football, volleyball) moving to season three in March. Cross Country will take place as usual but tennis and golf may be moved to the fall/season one. The WIAA website has complete information.

8. ADJOURNMENT

There being no further business, Chair Nikki Keller adjourned the July 21, 2020 Regular Board Meeting at 7:28 p.m.

Chair

Secretary