

**Highland School District #203**  
**Regular Board Meeting**  
**HHS/HJH Library**  
**Tuesday, March 19, 2019 – 7:00 p.m.**

The **March 19, 2019, Regular Board Meeting** was called to order by Chair Nikki Keller at 7:00 p.m. Others present included Board Members Matt Barker, David Barnes, and Lupita Flores; board-elect Carlos Lopez; Superintendent Mark Anderson; Director of Business and Operations Francis Badu; numerous Highland staff and community members, and Recording Secretary Julie Notman.

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

Mark Anderson administered the **Oath of Office** to Carlos Lopez.

**2. APPROVAL OF MINUTES**

Matt moved to approve the **February 11, 2019 Work Study Session Minutes**, and the **February 26, 2019 Special Board Meeting Minutes** as presented; 2<sup>nd</sup> by Lupita; motion passed.

**3. COMMUNICATIONS**

**a. Public Comment:** Nikki acknowledged the large number of people that were in attendance and explained the rules that govern the public comment part of the meeting. She invited Chris Garent to speak first. Chris spoke at length about his career as the high school girls basketball coach and recent events with the athletic director. He expressed his concern over the handling of his status as the coach and possible termination. Next Ryan Stonemetz, former Highland wrestling coach, spoke, remarking on the culture at Highland, the need for a change, and the retention and loss of several coaches through the years. The board received a letter with multiple signatures in support of Coach Garent.

**b. Classified School Employees Appreciation Week March 11-15:** Mark acknowledged the hard work and effort by the classified staff of Highland and that they were celebrated during the March 11-15 appreciation week. Highland classified staff are very appreciated for all they do for the students and other staff in the district.

**c. Administrator Reports:** The Board members were directed to connect with the appropriate administrator if they had any questions.

**4. CONSENT AGENDA**

3<sup>rd</sup> Reading of New and Revised Policies. There were no questions nor concerns regarding any of the policies. David moved to adopt the consent agenda as presented, Lupita 2<sup>nd</sup>; motion carried:

New Policy:            *#1105 Electoral System*

Revised Policy:        *#5406 Leave Sharing*

**5. UNFINISHED BUSINESS**

There was none.

**5. NEW BUSINESS**

**a. Leadership Grant:** Nikki said this item was not ready for presentation and has been moved to the next work study session.

**b. Instruction Calendar 2019-2020:** Mark explained that members of HEA formed a calendar committee and drafted two calendar options that were given to HEA and PSE members for a vote. The calendar presented was the one chosen. David moved, with 2<sup>nd</sup> by Lupita, to adopt the 2019-2020 Instructional Calendar as presented; motion passed.

**c. Overnight Travel Request-DECA Nationals:**

**d. Overnight Travel Request-HHS Band to Lilac Parade:** Mark reminded the board that these two travel requests were presented and reviewed at the work study session. Matt moved, Lupita 2<sup>nd</sup>, to approve the Overnight Travel Request for DECA Nationals and HHS Band to Lilac Parade as presented; motion passed.

**e. 2<sup>nd</sup> Reading of Policies:**

New Policies:

*#1225 School Director Legislative Program*

*#6535 Student Insurance*

*#6540 School District's Responsibility for Privately-Owned Property*

Revised Policies:

*#1220 Board Officers and Duties of Board Members*

*#1400 Meeting Conduct, Order of Business, and Quorum*

*#5252 Staff Participation in Political Activities*

*#6500 Risk Management*

*#6530 Insurance*

Nikki explained that the Policy Committee reviews new and revised policies at their policy committee meetings each month, which constitutes the first reading. She encouraged the Board to read all of the policy documents, comprised of the current, markup and clean versions and to direct any questions to Mark. There were no questions at this time about the policies presented so they will move to the Consent Agenda in April.

**f. TIS Title I School Improvement Plan:** Mark reiterated what TIS Principal Kelly Thorson shared at the work study session concerning TIS needing a Title I plan as part of being a Tier I school. The plan outlines how deficiencies will be addressed. Matt moved to approve the TIS Title I School Improvement Plan as presented, Lupita 2<sup>nd</sup>; motion passed.

**g. Snow Day Waiver:** Mark said this was the first year in his tenure at Highland where we have had three school closures and 7 delayed starts of school due to weather. There are only two snow make-up days scheduled in the instructional calendar so that leaves one extra day to make up. One of the three days fell within Washington State's declared state of emergency so it may be possible to apply for a waiver. However, the state requires 180 days of school and 1070 hours of instruction, which are reported by three different district departments at the end of each year. To qualify for a waiver of less than 180 days we must still meet the required instructional minutes, which equal seven hours. To do this the district proposed, and HEA agreed, to have school in session a full day on June 7<sup>th</sup> and to not have late start on May 1, May 22, and June 12. The final adjustment to satisfy the number of minutes requirement will be to add one hour of instruction on the last day of school, June 14. Mark said that Highland has these hours to make up because we have so many half days in the calendar that other districts don't have. David moved, Matt 2<sup>nd</sup>, to approve the Snow Day Waiver as presented; motion passed.

**h. Budget Status/Enrollment and Operations Report:** Francis reported that we had a net loss of five students this month. The FTE average is 120 and since the budget was planned for 105 FTE's, we're still ahead at this point. He said that the GF is \$1.4m compared to \$1.1m last year at this time. The balance will go down when the levy money is collected next month due to the lower cap set by the state. The enrollment projection is pretty good and that will help.

**i. Personnel Report:** Mark noted a maternity leave that includes a year's leave of absence submitted by MWC teacher Anna Jones, and the retirement notice of district school nurse June de la Rosa. We will post her position as soon as we have the full scope of all she does. June has been a great school nurse, her work is appreciated, and she will be missed. The only other record of note on the report is the list of recommendations for spring sports coaches. David moved to adopt the Personnel Report as presented, Lupita 2<sup>nd</sup>; motion passed.

**j. Legislative Report:** David said there are two bills that address Special Education that have passed the Senate and have moved to the House: #5532 and #5091. They are similar to each other but one would double the funding per special education student. There is nothing happening in regards to a reversal or change in the levy cap. Mark said that we have received LAP money in the past and it looks like we may receive it again, which will help with funding of federal programs in the district.

Nikki asked the board to consider adding an action item to the agenda: Tieton Lion's Club Building. . The title for the property that the club wanted to give to the district is encumbered and it would cost the district upwards of \$15k in legal fees to discover if the title could be cleared without any guarantee that it would be. This is money the district cannot spend. David moved to add item **k. Tieton Lion's Club Building** to the agenda as an action item, Lupita 2<sup>nd</sup>; motion passed.

**k. Tieton Lion's Club Building:** The Tieton Lion's Club has disbanded and in that process wanted to gift to the district their property that is across the street from TIS. The board approved the gift at a previous meeting only to discover in the title transfer process that the title wasn't clear and the property couldn't be transferred to HSD. Jim Kemp of the Lion's Club apologized to the board for the problems with the encumbered title and Nikki thanked him for his work with the club and district. David moved to rescind the offer of the Tieton Lion's Club building due to the title issues, Lupita 2<sup>nd</sup>; motion passed. Jim Kemp left them meeting at 747 pm.

**j. 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 2<sup>nd</sup> by Lupita to approve payments for General Fund, ASB, and Payroll as presented; motion passed:

- **General Fund bills** for \$214,986.26 with warrants 70853 through 70973
- **ASB Fund bills** for \$14,103.00 with warrants 6303 through 6315
- **Payroll Fund bills** for \$200,058.62 with warrants 70974 through 70996 and \$862,673.71 by direct deposit.

## **6. CALENDAR OF EVENTS:**

Nikki read the dates listed in the calendar making special note of the next work study on April 8<sup>th</sup>, the week after Spring Break.

There being no further business, Chair Nikki Keller adjourned the March 19, 2019 Regular Board Meeting at 7:48 p.m.

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Chair

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Secretary