

**Highland School District #203  
Regular Board Meeting  
Highland High School Classitorium  
Tuesday, May 17, 2016 – 7:00 p.m.**

The **May 17, 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, Lupita Flores, and Nikki Keller; Superintendent Mark Anderson; Director of Business and Operations Francis Badu; and Recording Secretary Julie Notman.

Matt Barker led the **flag salute**.

The board members had had time to read the April meetings' minutes with the slight amendments requested by Chris. They approved of his requested additions. Matt moved to accept the **amended minutes of the April 18, 2016 Work Study Session** and the **amended minutes of the April 19, 2016 Special Board Meeting**, David 2<sup>nd</sup>; motion passed.

### **COMMUNICATIONS**

There was no **Public Comment**.

All Board members had the opportunity to review the **Administrator Reports** prior to the meeting. There was a brief discussion regarding the Student Services report and the increase in students needing services was noted. There were no other comments nor questions.

Mark described the SBAC agenda for the meeting during Teacher **Appreciation week**. He noted that the teachers were very appreciative of the adequacy of the tech carts and how well those worked this year. Testing is close to being completed.

### **UNFINISHED BUSINESS**

There was no **Unfinished Business**.

### **NEW BUSINESS**

The board had all previewed the **Overnight Travel Requests** from their packets prior to the meeting and there were no concerns nor questions. Nikki moved to approve the Overnight Travel Requests for the FFA District Camp, Post Season Golf, Post Season Boys Soccer, and Post Season Track & Field, with 2<sup>nd</sup> by Lupita; motion passed.

Francis explained the **Letter of Support for the Healthy Kids-Healthy Schools Grant** that Dennis Richardson (TIS PE Teacher), Josh Borland (HSD AD) and Carla Borland (HSD Kitchen Supervisor) applied for. The grant is \$183,466.00 with two conditions for receiving the funds: 1) The board must approve it and sign the letter; 2) The district must have a Facilities Maintenance Program & Preventive Maintenance Plan (FMP/PMP).

It was asked and noted that the district has until June 2017 to implement the specifications of the grant and the next step is to put out [small works] bid requests. After some discussion and clarification of the grant line items and the maintenance program and preventive plan, Nikki moved to adopt the FMP/PMP as presented and spoke for the board that they support the grant, David 2<sup>nd</sup>; motion passed.

Mark presented **Resolution #7-15 Delegating Authority to WIAA**. This is the annual requirement to be able to participate in high school conference sports and state tournaments. Matt moved to approve Resolution #7-15 Delegating Authority to WIAA, Lupita 2<sup>nd</sup>; motion passed.

Francis described the process leading up to **Resolution #8-15 Award Contract MWC Electrical Upgrade** noting that the bid opening was a week ago and the M Seigny proposal for \$316,000 and the letter of recommendation are attached. It was noted that bathroom partitions are included in the amount. Nikki moved with 2<sup>nd</sup> by Lupita to adopt Resolution #8-15 Award Contract MWC Electrical Upgrade; motion passed unanimously.

**Facility Rental Fees and Guidelines:** Francis noted that the schedule is very similar to those from previous years. There is one price increase due to changing providers for remedial classes. Nikki moved with 2<sup>nd</sup> by Lupita to adopt the Facility Rental Fee Schedule and Guidelines as presented; motion passed.

**Budget Status/Enrollment and Operations Report:** Francis reported that 10 students withdrew but one (1) enrolled with an FTE of 1146. We planned for 1135 so we're ahead. He noted that the General Fund is doing pretty well at \$1.8m which is \$160k above same time last year. Property taxes were collected last month and we should end the fiscal year at about \$1.5m. Our budgeted amount was \$1.4m. A 10 passenger van has been ordered and we might get a 2<sup>nd</sup> one, negotiations are also still coming up. It was asked and he noted that 80% of the bond money must be spent within the first three years.

Mark asked if everyone had seen the maintenance garage proposal that he emailed to them. It is a 2500 sf shell to provide shelter for working on the buses and the original maintenance shop will be utilized for storage and some shop work. The district operations staff is very agreeable to up-fitting that space to make it serviceable and will save the district money by making the necessary improvements in-house.

David thought it is a good idea since the [new] structure can be added onto in the future. Nikki asked if 2500 sf will be adequate. Mark noted that it will have a door at each end so the bus can be driven through and that the crew are very pleased with this option and the size. It will be located by the bus corral. The maintenance staff will use the current tech offices for their office and the high school staff bathrooms. This proposal costs the same as the earlier initial proposal last fall. We can use the small works roster for the pieces of the project such as the excavation. It will take five months to get it here which allows time for the ground prep work to get done. It should be here and completed in time for the maintenance crew and all their materials to vacate the current maintenance/old Ag shop for the start of the CTE remodel.

Matt and Chris expressed their concern over the timing and appearance of this building going up even though it is a good idea and a wiser way to spend the district's money. This is a plan that suits the district best but could look bad for the board and district as Chris is concerned that people will assume that bond money is being used for the garage even though it isn't.

Mark noted that the MWC bid is under budget and that we will explain the funding if questions should arise. Lupita concurred with Mark.

Matt noted that the original plan was to find a local place to rent as a maintenance shop but that didn't work out.

Francis mentioned that although Mobile Fleet promised to submit a transportation service contract proposal within a couple of days, they still haven't given him one. That doesn't bode well for their follow-through or reliability.

It was noted that it is good to have a garage so work can be done on-site. Matt expressed his opinion that it is good for the community to know that the board is struggling with ensuring that they are doing the right thing for the crew and for the budget. He noted that he appreciates Mark's leadership in pursuing options for providing an affordable and serviceable space. Mark responded that the crew is thrilled with this option and can make it work. He feels it is reasonable to say that we are displacing the maintenance shop with the CTE remodel and this plan provides a place for them to do their work. He noted that they [the crew] supports the board in this decision and that it is a space that will provide support for grounds, food service, building maintenance, and transportation.

Chris noted that he is still leery about the timing of putting up the garage even though we're not using any bond money. Lupita and David agreed. Matt closed the discussion by noting that the board meeting minutes reflect the conversations and concerns the board has had through the process of finding a feasible and economic solution.

Track update: Francis detailed some estimates that he has received to surface the runways, repair the vandalism damage, fill in all the cracks then seal the track and repaint the lines which should make the track last another five years.

Chris reiterated that resurfacing the track is one of the things that we said we wouldn't do so it will look bad to the public if the track is resurfaced.

It was noted that \$240K was borrowed for the track & field upgrade, new fencing, and possible security cameras. The challenge [and expensive part] is that a trench would need to be excavated for the camera wires but Matt said that closed circuit broadcast cameras wouldn't need a trench.

Francis noted that the insurance will pay \$5-\$6K to fix the vandalized area based on the estimate but the board wants him to get other estimates, including from the two companies that the insurance company suggested. Matt noted that he is not satisfied that a patch job will be good and thinks the track needs to be restored to pre-loss condition and that insurance should pay for that. Francis said this will be a public works job and will have to be put out to the small works roster.

Chris and Nikki concurred with getting other bids and Nikki wondered about getting a bid for resurfacing the tennis courts and might it be cost effective to 'bundle' them. Chris noted that the area around the tennis courts needs to be cleaned up and possibly have cement poured to make a clean edge to mow to.

Chris noted that he has real reservations about spending the full \$2.25m on the CTE building but would be more comfortable with a cap of \$1.8-\$1.9m with contingency funds to total to \$2.25m; that we don't need to overbuild and that 6000 sf less sounds like a good idea.

Mark said that the plans were looked at again in relation to proposed CTE classes/courses and explained options for locations of classrooms that would more effectively use existing space and avoid having to add extra space. He noted that Ryan was told to remove Tech from the CTE building (deleting an unnecessary 6000 sf) and detailed again options for splitting larger classrooms into two and moving teachers around for best placement on campus and use of rooms.

There was discussion about using CAD, lasers, and 3D printers and Nikki suggested paying Ryan a fee to draft a 5-10 year plan to help with planning and passing a future bond.

Mark explained the **Personnel Report** which has two resignations and one request for a leave of absence for 2016-2017. He noted that the only CTE candidate declined the position and he and Brandon are looking at alternate certification options with regards to the two newly qualified HHS student teachers that have applied for HHS teaching positions. If that doesn't work out and no one else applies then the CTE classes will have to be taught by current staff so Brandon is working up a potential alternate schedule. Mark noted that they are pleased with and optimistic about the new staff that has been hired so far. Nikki moved to accept the Personnel Report with the Summer School Staff and 2016-2017 Recommended Staff lists as presented, Matt 2<sup>nd</sup>; motion passed.

David Barnes said there wasn't much to report for the **Legislative Report**. There was discussion about ?? [property rich districts not affected but little ones like us will really be affected]

The board had previewed the check summaries for the General Fund, ASB, and Capital Projects. There were no concerns nor questions so Matt moved with 2<sup>nd</sup> by David to approve payments of **General Fund bills** for \$165,741.80 with warrants 65667 through 65768; the **ASB Fund bills** for \$9,471.79 with warrants 5745 through 5759; **Capitol Projects bills** for \$96,506.43 with warrants 373 through 377; and the **Payroll Fund bills** for \$332,328.34 with warrants 65769 through 65803 and \$652,990.40 by direct deposit as presented; motion passed.

There being no further business, Chris adjourned the Regular Board Meeting at 8:20 p.m.

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Chair

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Secretary