

**Highland School District #203
Regular Board Meeting
HHS/HJH Library
Tuesday, May 21, 2019 – 7:00 p.m.**

The **May 21, 2019, Regular Board Meeting** was called to order by Chair Nikki Keller at 7:02 p.m. Others present included Board Members David Barnes and Lupita Flores, Superintendent Mark Anderson, Director of Business and Operations Francis Badu, Highland staff Bryanne Hoffee and Lisa Biddick, and Recording Secretary Julie Notman.

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

2. APPROVAL OF MINUTES

David moved to approve the **April 9, 2019 Work Study Session Minutes**, and the **April 16, 2019 Regular Board Meeting Minutes** as presented, 2nd by Lupita; motion passed.

3. COMMUNICATIONS

a. Public Comment: MWC 3rd grade teacher, Bryanne Hoffee said they finished the second to last day of testing and that testing is going well. She also commented on how proud they are of this group of third graders and how far they've come since kindergarten.

b. Certified School Employees Appreciation Week May 6-10: Mark acknowledged the teachers of Highland, that they work hard for the students and are very much appreciated. They were recognized in various ways during teacher appreciation week.

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

4. CONSENT AGENDA

3rd 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 2nd; motion carried:

New Policy: #1410 *Executive or Closed Sessions*

Revised Policies: #2162 *Education of Students with Disabilities Under Section 605 of the
Rehabilitation Act of 1973*

 #3141 *Nonresident Students*

 #3144 *Release of Information Concerning Student Sexual and Kidnapping
Offenders*

 #3220 *Freedom of Expression*

 #3231 *Student Records*

 #3232 *Parent and Student Rights in Administration of Surveys, Analysis or
Evaluations*

 #3413 *Student Immunizations and Life-Threatening Health Conditions*

 #3416 *Medication at School*

 #4314 *Notification of Threats of Violence or Harm*

 #6000 *Program Planning, Budget Preparation, Adoption and Implementation*

5. UNFINISHED BUSINESS

There was none.

6. NEW BUSINESS

a. Overnight Travel Request-Post Season Track & Field

b. Overnight Travel Request-FFA District Camp

Since items a. and b. were both travel requests, they were combined for consideration. After a brief discussion, David moved to approve Travel Requests Post Season Track & Field and FFA District Camp, Lupita 2nd; motion carried.

c. Resolution #7-18 Delegating Authority to WIAA: Mark reminded the board that this is an annual requirement for participating in WIAA. David moved, Lupita 2nd to approve Resolution #7-18 Delegating Authority to WIAA; motion passed.

d. Resolution #8-18 Authorizing Issuance of Individual Procurement Cards: Francis said this is the resolution needed to be able to proceed with the procurement, ('P') cards, which was discussed at this month's work study session. He said we have two credit cards through US Bank for district personnel to use but the bank won't extend the limit and there are times during the school year where we need a higher limit. The 'P' cards, issued through the Bank of Montreal, will help resolve that problem. We will keep the other credit cards but they will be used less. David moved with 2nd by Lupita to adopt Resolution #8-18 Authorizing Issuance of Individual Procurement Cards; motion passed.

e. Summer Athletic Programs: Mark explained that this is an annual requirement dealing with risk management of summer athletic programs. David moved, Lupita 2nd to approve Summer Athletic Programs as presented; motion carried.

f. Facility Rental Fees and Guidelines: Francis said that this is the annual review and setting of the fees for the coming year for facility use and the various fees charged [Food Service, HHS tests/courses/Online school, Technology, Athletics & Other ASB, Band]. It was noted that the only change for next year is an increase in facility rental fees. David moved, Lupita 2nd to adopt the Facility Rental Fees and Guidelines as presented; motion passed.

g. 7-9 ELA Curriculum: Mark said this [the attachment] shows the process the district goes through when selecting a new curriculum. The committee that was formed to choose the 7-9 ELA Curriculum spent a lot of time and thought in their selection. This program will meet the needs of EL students, Special Ed students, regular Ed students and higher-level students. This year's budget has room to make the purchase, next year's will not. The district will have the PD days as suggested by the new curriculum [Pearson myPerspectives] to ensure our teachers are apprised of the plan. David moved, Lupita 2nd to approve and adopt the 7-9 ELA Curriculum as presented; motion carried.

h. 2nd Reading of Revised Policies:

Revised Policies: *#2190 Highly Capable Programs*
#2340 Religious-Related Activities and Practices
#3143 District Notification of Juvenile Offenders
#3200 Rights and Responsibilities
#3240 Student Conduct, Expectations, and Reasonable Sanctions-delete
#3241 Student Discipline
#3246 Restraint, Isolation and Other Uses of Reasonable Force
#3420 Anaphylaxis Prevention and Response
#4020 Confidential Communications
#5010 Nondiscrimination and Affirmative Action

Nikki said that the Policy Committee has reviewed the presented policies and approved them for further review by the board. There were no questions so they will move to the Consent Agenda for June.

i. Budget Status/Enrollment and Operations Report: Francis noted that April's and May's General Fund balances were about the same and that we collected \$280K less in April taxes this year and will continue to collect less due to the levy cap imposed by the legislature. Enrollment stayed the same with four students enrolled and four withdrawn. This is the second month in a row this has happened.

j. Personnel Report: Mark noted several items on the report: Dale Curfman resigned from MWC, Brock Anderson and Beth Carl were non-renewed. Dale's position will be covered from within the district, Sharon

Hill will transfer to HHS Social Studies to replace Brock and Evelia Salazar is moving to TIS to replace Beth. Angélica Alcalá Sánchez is recommended for School District Nurse, Eva Lamas is recommended for Speech Language Pathologist and Alexandria Ritchie is recommended to fill Evelia’s Special Ed/Math position at HHS/HJH. Next month’s personnel report will list other transfers of personnel within the district as we manage staff to meet student need while coping with a significantly reduced budget. David moved, Lupita 2nd to approve the Personnel Report as presented; motion passed.

c. Legislative Report: David said there was nothing to report [session is over]. Mark shared that due to decisions by the legislature at the last minute before they ended their session we lost K-3 enhancement funding. Also, they passed the SEBB (State Employee Benefits Board) bill which also has a negative effect on our budget. The two combined with the levy cap resulted in a \$500K deficit in our budget. The SEBB rules also mandate that the district pay \$12K to the SEBB for any employee or substitute that works 630 or more hours in the year, whether or not they choose to buy health insurance. Discussion ensued regarding options for staff PD days, how to use substitutes, the state’s allocation of staff in comparison to how many staff we have, and how to retain as many staff as possible while staying within the lower budget.

d. 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 Lupita to approve payments for General Fund, ASB, and Payroll as presented; motion passed:

- **General Fund bills** for \$221,026.13 with warrants 71150 through 71286
- **ASB Fund bills** for \$12,311.46 with warrants 6333 through 6347
- **Payroll Fund bills** for \$198,827.18 with warrants 71287 through 71309 and \$932,032.62 by direct deposit.

7. CALENDAR OF EVENTS:

Nikki noted the upcoming calendar dates including the Work Study Session on June 3rd and Regular Board Meeting on June 18.

8. Adjournment:

There being no further business, Chair Nikki Keller adjourned the May 21, 2019 Regular Board Meeting at 7:26 p.m.

Chair

Secretary