

Highland School District #203
Board Work Study Session
Highland District Office
November 4, 2019 - 7:00 a.m.

The November 4, 2019 Board Work Study Session was convened by Board Chair Nikki Keller at 7:23 a.m. Also present were Board Members David Barnes and Carlos López; Superintendent Mark Anderson, and Recording Secretary Julie Notman. Board Members Matt Barker and Lupita Flores were absent.

1- Retreat Debrief: The board members agreed that it was a nice evening. The admin team were well prepared and it was good to visit with them in a relaxed environment. They are pleased with the goals the admin presented and with how things are progressing.

2-Staffing Update/4-Restructuring Discussion: Mark shared about a difficult situation with an employee who, after following protocol advised by the district's legal team and with PSE, has had to be terminated. Moving forward, para-ed staff will be moved within the district to cover for the loss of this employee.

Mark also shared about research he has done looking at results of test scores and student success over the past 11 years. He offered ideas for making staffing and program changes that could improve how we utilize student learning data to more effectively teach students, particularly those served in federal programs. Discussion ensued and the board ok'd for Mark to proceed with restructuring research. He will report back in a future meeting.

Francis joined the meeting at 7:47 a.m.

3-Budget Update: Francis said the books were closed in October and he will have a full report at the November regular meeting. He noted that the budget is on track and that we closed a little bit better than anticipated. Several capital projects that were pending have been completed or are underway: TIS has a new electrical fire panel, the heating units that went out have a temporary fix and new heaters are ordered (\$25K), entry to the buildings is undergoing a change from using regular keys to electronic key fobs. The IT department will oversee the fobs, which can be shut off immediately when access is no longer needed rather than trying to collect keys from coaches at the end of a season (for instance). He noted that over 800 keys have been issued over the years and not all have been returned. HHS/HJH is getting a new generator to replace the old one. The new one will run on propane rather than diesel. It was asked and noted that there is not a state recommendation for a fund balance percentage. The board would like to look into increasing ours to ensure we have the funds available to cover when an emergency occurs.

TIS Principal Kelly Thorson joined the meeting at 7:55 a.m.
Francis left the meeting at 7:58 a.m.

5-Highly Capable Program/Grant Application: Kelly reported that the Highly Capable program must be approved by the board and applied for annually. He noted that our district does not have a goal or mission statement. The board asked him to have the admin choose one from those that he researched and present it at the next meeting. Of the \$26k that Highland receives for the Highly Capable program, about \$18k goes to two Cornerstone math classes, \$1k is used for testing students K-2 and new students 3-12, \$6k goes to supplies, PD, and release time He will have a financial report at the November meeting. Kelly shared that this is year two of full implementation

of the K-12 program and what each building and/or grade level offers for their identified Highly Capable students.

Kelly left the meeting at 8:06

There being no further business, the meeting adjourned at 8:07 a.m.

Chair

Secretary