

**Highland School District #203  
HHS/HJH Library  
Tuesday, September 17, 2019**

**Regular Board Meeting-7:00 p.m.**

The **September 17, 2019, Regular Board Meeting** was called to order by Vice Chair David Barnes at 7:00 p.m. Others present included Board Members Matthew Barker and Lupita Flores, Superintendent Mark Anderson, Director of Business and Operations Francis Badu, several HHS DECA, Leadership and Student Council students (see attached sign-in sheet) and Recording Secretary Julie Notman . Board members Nikki Keller and Carlos López were absent.

The **flag salute** was led by Lupita Flores.

**2. APPROVAL OF MINUTES**

The board had read the minutes and there were no questions nor corrections. Matt moved to approve the **August 20, 2019 Regular Board Meeting Minutes** as presented, 2<sup>nd</sup> by Lupita; motion passed.

**3. COMMUNICATIONS**

**a. Public Comment:** The Board welcomed the students to the meeting and visited with them briefly about what group they were from and why they were attending the meeting.

**b. Administrator Reports:** There were no comments nor questions about the reports. The Board was directed to contact the administrator if they had any.

**4. UNFINISHED BUSINESS**

**a. Overnight, Out-of-State Travel Request-DECA:** The Board had reviewed the travel request and updated expense report; there were no questions nor concerns so Lupita moved and Matt 2<sup>nd</sup> to approve the Overnight, Out-of-State Travel request as presented; motion passed.

**b. DECA-Community Health Grant:** Lupita moved, Matt 2<sup>nd</sup> to approve the DECA Community Health Grant as presented; motion passed.

**c. 2<sup>nd</sup> Reading of Revised Policy: #3207 Prohibition of Harassment, Intimidation, and Bullying:** There were no questions nor concerns over the updated language of this policy, it will move to the 3<sup>rd</sup> reading at the next meeting.

**5. NEW BUSINESS**

**a. Budget Status/Enrollment and Operations Report:** Francis said he is still working on closing the books [for fiscal year 2018-2019] and will have a complete report in November. He noted that the fund balance is still good right now but it is this next year with the change in the levy funding that is concerning. The enrollment report, with 1099 FTE, is also an area of concern, as that count is 20 FTE down from the end of last school year. Normally, the count at the beginning of the year is higher and declines over the course of the year. A loss of 20 students translates to a reduction of \$200k in funding. Mark reported briefly about yesterday's negotiations meeting, that it went well and much of what was up for discussion has been tabled until the cost of the SEBB insurance is known. They will meet again next month.

**b. Personnel Report:** Mark went over the report noting that it contained the usual start-of-the-year classified and extra-curricular assignments. The Board had no questions nor concerns. Matt moved to adopt the September Personnel Report as presented, Lupita 2<sup>nd</sup>; motion passed.

**c. Legislative Report:** David said there was nothing to report as they are not back in session yet.

**d. Payment of Bills-General, ASB, Payroll and Capital Projects:** The board had the opportunity to review the check summaries and found nothing of concern. Lupita moved with 2<sup>nd</sup> by Matt to approve payments for General Fund, ASB, Payroll and CP as presented; motion passed:

- **General Fund bills** for \$443,891.42 with warrants 71683 through 71837
- **ASB Fund bills** for \$11,954.58 with warrants 6397 through 6401
- **Capital Projects:** There were none.
- **Payroll Fund bills** for \$206,522.14 with warrants 71838 through 71863 and \$1,031,475.86 by direct deposit.

**6. CALENDAR OF EVENTS:**

David reviewed the dates on the calendar and reminded the Board that Oct. 7 will have the work study session followed by the board retreat. Mark told the Board that most of the administrators had responded about an Admin/Board retreat and it will take place the evening of Oct. 7 at Cowiche Brewery.

**7. Adjournment:**

There being no further business, Vice Chair David Barnes adjourned the September 17, 2019 Regular Board Meeting at 7:11 p.m.

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Chair

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Secretary