

Highland School District #203
Special Board Meeting
District Office
Tuesday, September 19, 2017 – 7:00 p.m.

The **September 19, 2017 Special Board Meeting** was called to order by Vice Chair David Barnes at 7:00 p.m. Others present included Board Members Matt Barker, Lupita Flores and Chris Garent; Superintendent Mark Anderson, Director of Business and Operations Francis Badu, and Recording Secretary Julie Notman. Board member Nikki Keller was unable to attend.

Matt Barker led the **Flag Salute**.

There were no comments nor questions regarding the **August 15, 2017 Regular Board Meeting Minutes** so Matt moved with 2nd by Chris to approve them as presented; motion carried.

There was no **Public Comment**.

The Board acknowledged having read the **Administrator Reports**. There were no questions nor comments.

There was no **Unfinished Business**.

Resolution #1-17 Dedication of Barbara Gilbert Preschool: Mark explained how the resolution was created for dedicating the Preschool and that there is no formal protocol to follow other than a resolution. The family has been contacted and a date will be chosen to hold a dedication ceremony at their convenience. Matt moved, Lupita 2nd to adopt Resolution #1-17 Dedication of Barbara Gilbert Preschool as presented; motion passed.

1st Reading of Revised Policy 1400 Meeting Conduct, Order of Business, and Quorum: Mark explained that Nikki had spoken with him about holding the regular board meetings in the district office on a regular basis rather than in the Classitorium which requires the custodians to move tables and chairs. We don't often have anyone present at the meetings but could move to the high school if we needed the space. Matt dissented saying that the Board should appear open and welcoming and holding the meetings in a larger space would provide that. Mark noted that the Classitorium is no longer user friendly for the meetings due to the addition of technology and subsequent rearranging of space and reminded the Board that any change will need to be adopted through a revised policy. It was decided to table the discussion until the next Work Study Session.

Budget Status/Enrollment and Operations Report: Francis noted that this is the end of the 2016-2017 fiscal year and they are working on closing the books. It looks like the Fund Balance will end at about \$1.5m whereas last year it was at about \$1.9m. We did move money this past year into Capital Projects in preparation for future repair/maintenance needs. He anticipated that the Fund Balance may drop as low as \$1.1m this year. Enrollment is down with only 1121 FTE at the first count in early September. This is a drop of nearly 23 FTE students which equals a \$230-\$240K reduction in funding. We try to budget low but this start of the year is unexpectedly low and we can't expect the numbers to rise even though they have in the past. Mark noted that enrollment is down for nearly every other district in the Valley also.

Personnel Report: Mark made note of several items to the Board including the June Personnel Report which had a small amendment for an error in the Extracurricular section, the resignation of Carla Borland, our Child Nutrition Supervisor, effective January 1, 2018, the HHS Advisor positions being filled, the Paraeducator positions filled, and the retire/rehire of LaDonna Nelson who will work part-time (paid out of Program funding) to assist with testing. There was discussion about the Grounds/Maintenance position then Mark explained that the 6th Grade Math Teacher shared position with Jennifer Webster and Janae Larsen is contingent upon the results of pending background checks. Chris asked how overstaffed we are compared to the new State enrollment criteria. Francis responded that per the State we are overstaffed 7-8 certificated positions yet, again per the State with regards to the K-4 Teacher-to-Student ratio, we are short. The Board was reminded that the Paraeducators are paid from different Programs whose funding is ‘use it or lose it’ so we try to fill positions everywhere there is a need. Francis explained how the State’s new method of funding teachers will work: that a district of our size will be funded for 56 certificated staff and any positions over that can be paid with levy money yet there will be restrictions both on how much levy can be collected and how it can be spent. There are still many things that have to be worked out by the State in their new funding plan. The next HEA negotiation meeting is Tuesday. It was noted that several districts are in negotiations and some are at an impasse. There is overall anticipation that teachers will claim the State’s base pay does not compensate for the deemed done days. Francis described how we’ll look at what we can pay with this year’s levy money and how that will change next year when the levy money decreases. The new salary schedule from the State is due out December 1. Matt moved, Chris 2nd to approve the June 20, 2017 and the September 19, 2017 Personnel Reports as presented; motion carried.

David said there is nothing for the **Legislative Report** as things are pretty quiet right now.

There were no questions nor concerns regarding the check summaries for the Payment of Bills so Chris moved with 2nd by Matt to approve the payments: General, ASB, Capital Projects and Payroll; motion carried:

- **General Fund bills** for \$488,933.20 with warrants 68005 through 68184
- **ASB Fund bills** for \$9,713.50 with warrants 6005 through 6015
- **Capital Projects bills** for \$767,767.65 with warrants 553 through 576
- **Payroll Fund bills** for \$348,276.76 with warrants 68185 through 68212 and \$693,595.21 by direct deposit.

Mark noted that the October 2 Work Study Session will include a walk-through of the CTE building and said that we’ve been given the go-ahead to order equipment to arrive the week of November 13. The roof is on and the exterior has its first coat of primer. The anticipated move-in date for students is still considered to be after Winter Break. Mark confirmed with the Board that Monday, October 9 will be the Admin/Board Retreat at Cowiche Creek Brewing Company for a catered meal and updates on the goals of the buildings and district. No official district business will be conducted.

Lupita mentioned that she attended an HHS Girls Soccer match and was surprised at the slope on the football field which seemed huge. It was explained that football fields have slopes for drainage but the soccer field by the district office does not. The divider for the HHS gym is ready to be ordered.

There being no further business, David adjourned the September 19, 2017 Special Board Meeting at 7:44 p.m.

Chair

Secretary