

**Highland School District #203**  
**Regular Board Meeting**  
**Highland High School Classitorium**  
**Tuesday, September 20, 2016 – 7:00 p.m.**

The **September 20, 2016, Regular Board Meeting** was called to order by Chair Chris Garent at 7:00 p.m. Others present included Board Members David Barnes and Lupita Flores; Superintendent Mark Anderson, Director of Business and Operations Francis Badu, teacher Pat Hazen, community member Cameron Howell and Recording Secretary Julie Notman. Board member Nikki Keller was unable to attend. Matt Barker joined the meeting at 7:09 p.m.

Chris led the **flag salute**.

The board members had had time to read the minutes from the board meeting in August. There were no questions nor recommendations for amendments. David moved to accept the **minutes of the August 16, 2016 Regular Board Meeting**, Lupita 2<sup>nd</sup>; motion passed.

**COMMUNICATIONS**

HHS teacher Pat Hazen took the floor to present a **Scottie Pride Award** to community member Cameron Howell. Pat praised the time, work and effort that Cameron has given to help with the FFA plus his contributions to the Highland community.

Pat Hazen left the meeting.

There were no **Public Comments**.

The board had read the **Administrator Reports**. There were no questions nor comments.

**UNFINISHED BUSINESS**

**2<sup>nd</sup> Reading of Revised Policy #1400 Meeting Conduct, Order of Business, and Quorum.** The board acknowledged reading the revised policy in their packets and had no questions about this policy.

**2<sup>nd</sup> Reading of Revised Policy #2161 Special Education and Related Services for Eligible Students.** The board acknowledged reading the revised policy in their packet and had no questions nor comments.

**2<sup>nd</sup> Reading of Revised Policy #3241 Discipline.** Mark reminded the board that this is the policy that is under review at state level and so we will be on-hold with it until the state reaches a decision.

**3<sup>rd</sup> Reading of Revised Policy #4260 Use of School Facilities.** There was some discussion about this policy but no questions nor concerns. Lupita moved to approve *Revised Policy #4260 Use of School Facilities*, 2<sup>nd</sup> by David, motion passed.

## **NEW BUSINESS**

There were no additions, questions, nor comments about the **District Goals** so David moved with 2<sup>nd</sup> by Lupita to accept the 2016-2017 District Goals as presented; motion passed.

Francis explained that the only change to the **Fee Schedule Update** is the addition of an Individual Pass for \$40. The board agreed that that is a good idea. Lupita moved with 2<sup>nd</sup> by David to accept the updated Fee Schedule as presented; motion passed.

Francis noted that the annual **Food Service Contract with EPIC** is the same as previous years with nothing new or changed. David moved, 2<sup>nd</sup> by Lupita to approve the Food Service Contract with EPIC as presented; motion passed.

**Substitute Pay Proposal:** Francis shared a list of area schools and what they pay substitute teachers. Highland generally has paid a bit less than other districts and sometimes has trouble finding substitutes to cover teacher absences. Due to the current shortage of teachers and the difficulty of covering absences, an increase in sub pay is proposed. Francis presented new information about recent increases by other districts that came in late this afternoon that were not on the list in the board packet and then suggested an increase to \$130 per day and \$70 per half day. There were no objections to the increase and the board generally agreed that we need to catch up to what other districts are paying to attract quality substitutes. Lupita moved with 2<sup>nd</sup> by David to approve the proposed Substitute Pay at \$130/day, \$70/half day; motion passed.

Francis presented a list of vehicles that the district would like to surplus including a bus, a suburban, and a Ford Taurus. There was a brief discussion about the condition of the vehicles. Lupita moved and David 2<sup>nd</sup> to approve the **Surplus Vehicle** list; motion passed.

Matt Barker in at 7:09 p.m.

**Budget Status/Enrollment and Operations Report:** Francis noted that we are still closing the books from 2015-2016 and so there is not a Budget Status report but the Enrollment report shows that we planned for 1130 students and started the year with 1140 at first count which is good.

Francis explained the **Fund Balance Analysis** spreadsheet noting that for the last two to three years the district has been able to move money from the General Fund to Capital Projects to be able to pay for future projects as the need arises. Currently we still need to purchase a food van with a lift gate and a small passenger van. He reported that PSE has ratified their contract but HEA is still in negotiations and discussed possible fund balance impacts. He explained a little bit about the McCleary decision and how that is affecting and may affect districts and teacher contracts around the state. Francis suggested we continue on an annual basis to move funds from General Fund to Capital Projects. He proposed that we assign \$170K in the General Fund to Capital Projects as of the close of the fiscal year, August 31, 2016. Matt moved to assign \$170k as of the end of August 2016 from General Fund to Capital Projects with the resolution for the assignment as an action item at the next board meeting, David 2<sup>nd</sup>; motion passed.

Mark presented the **Personnel Report** explaining the hiring bonus/incentive offered to this year's new hires. He made note of the TIS Morning Fitness Program stipend, that PSE ratified their contract, and the Non-Represented Salary Schedule. There were no questions nor concerns. David moved, 2<sup>nd</sup> by Lupita to approve the Personnel Report; motion carried.

David said there was nothing to report for the **Legislative Report**.

The board had previewed the check summaries for General Fund, ASB, and Capital Projects. There were no concerns nor questions. David moved with 2<sup>nd</sup> by Lupe to approve payments of **General Fund bills** for \$413,605.45 with warrants 66229 through 66389; the **ASB Fund bills** for \$9,378.38 with warrants 5808 through 5816; **Capital Projects bills** for \$242,840.37 with warrants 411 through 430; and the **Payroll Fund bills** for \$324,470.29 with warrants 66390 through 66424 and \$632,311.26 by direct deposit as presented; motion passed.

There being no further business, Chris adjourned the Regular Board Meeting at 7:24 p.m.

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Chair

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Secretary