

**Highland School District #203  
HJH/HHS Library  
Zoom available  
Tuesday, March 15, 2022**

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

The **March 15, 2022, Regular Board Meeting** was called to order by Vice Chair David Barnes at 7:00 p.m. Others present included Board members Lupita Flores, Carlos López and Cindy Reed, Superintendent Mark Anderson, Director of Business and Operations Francis Badu, and Recording Secretary Julie Notman. Board Chair Nikki Keller was absent.

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

**2. APPROVAL OF MINUTES**

No one had any questions nor corrections. Carlos moved to approve the **February 7, 2022, Work Study Session** and the **February 15, 2022, Regular Board Meeting** minutes as presented, Cindy 2<sup>nd</sup>; motion carried.

**3. COMMUNICATIONS**

**a. Classified School Employees Appreciation Week March 14-18:** Mark shared Governor Inslee's proclamation that this week is Education Support Professionals Week, and we recognize our classified staff for their hard work and dedication to the students and staff at HSD. There were cards to sign for the board to sign for each building.

**b. Public Comment:** There were no public in attendance.

**c. Administrator Reports:** One question about the future of Kindercamp. Mark explained that different dates closer to the beginning of the school year are being considered.

**4. UNFINISHED BUSINESS**

**a. HHS Mural Update:** Julie shared about a visit by Brad of Signcraft who came to see the current mural and State competition signs. He gave us two estimates for the HHS gym: one for the letters and new logo to be done in ¼" metal, spaced 1" from the wall, and one with the logo in metal but the letters painted. Both will have the background repainted. Mark said Josh is getting quotes from Monster Graphics and will present at the work study in April. Nolan & Sons, a metal fabrication business in Tieton, was contacted yesterday but no quote has been received yet. Their services do not include the background painting. Francis shared about how this project might be funded. The board was reminded that we will hold a public hearing to discuss how to spend the remainder of the bond. One potential project is remodeling of a bathroom at TIS to accommodate a special needs student that will move up to that building next fall.

**5. NEW BUSINESS**

**a. School Board Equity Training:** Mark told the Board that, starting in 2022, they are required to complete equity training. The closest training is tentatively scheduled for May 3 at ESD 105. Other dates and locations and registration information will be forwarded to the Board.

**b. State Audit Report:** Francis said that this year we will have three audits in the areas of Financial, Single or Federal, and Accountability. The Accountability audit will take place in May, but the Financial and Federal/Single audits have been completed for HSD and are very clean. The exit interview for these two will be on Tuesday, March 22 at 11:00 a.m. via Zoom. One to two board members need to attend and will let Francis know who can make that date.

**c. Budget Status/Enrollment and Operations Report:** Francis: The GF at the end of February was \$1.2m, down \$614k from one year ago. The other fund balances remain about the same. We are beginning to see the effects of the increased fuel costs although we had topped off everything before this most recent jump in prices. The enrollment report shows that we gained three more students than withdrew but the FTE, at 1016, is still twelve below what we budgeted for, for this school year. Francis shared an Enrollment Projection/5-Year Progression chart. SY 2021-22 enrollment is down 12% from the 2014-15 SY and if the trend continues an FTE of 995 is projected for 2022-2023. We have to keep this in mind when reviewing staffing needs.

**d. Personnel Report:** Mark: There is a correction to the August 17, 2021, Personnel Report: Sara Crowston will teach a computer tech-related class with a Conditional CTE certificate while earning that certificate, and a correction to the February 15, 2022 Personnel Report to add a recommendation to post the In-House Only Transportation Secretary/LAP Para that had been omitted. This month's PR has two resignations, TIS Principal Kelly Thorson and HHS Counselor Lynsey Westfall, both effective at the end of the school year. Both positions are now posted as well as some one-year only positions that are a continuation possible due to ESSER funding. The Spring Sports coach roster is listed. Lupita moved with second by Carlos to approve the corrected August 17, 2021, and February 15, 2022, Personnel Reports, and the March 15, 2022, Personnel Report as presented; motion carried.

**e. Legislative Report:** Cindy said that the legislative session was over and that she had nothing to report at this time.

**f. Payment of Bills-General, ASB, and Payroll:**

The board had the opportunity to review the check summaries. Francis explained how the new bus is paid for through the transportation fund. There were no questions nor concerns. Cindy moved with 2<sup>nd</sup> by Lupita to approve payments for General Fund, ASB, Transportation, and Payroll as presented; motion passed:

- **General Fund bills** for \$404,795.77 with warrants 75134 through 75240.
- **ASB Fund bills** for \$6,355.19 with warrants 6721 through 6730.
- **Transportation Fund bill** for \$132,782.34 with warrant 31.
- **Payroll Fund bills** for \$219,287.89 with warrants 75241 through 75256 and \$974,939.07 by direct deposit.

**6. CALENDAR OF EVENTS:**

David reviewed the upcoming dates for happenings in March and the Board meetings in April. A reminder that the Work Study Session is on April 11 after Spring Break and the April Regular Meeting will be at MWC. All in attendance are available for both board meetings.

**7. ADJOURNMENT**

There being no further business, Vice Chair David Barnes adjourned the March 15, 2022, Regular Board Meeting at 8:10 p.m.

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Chair

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Secretary