

**Highland School District #203  
Board Work Study Session  
District Office  
August 9, 2022, 7:00 a.m.**

The August 9, 2022, Board Work Study Session convened at 7:00 am. Present were Board Chair Nikki Keller, Members Lupita Flores, Carlos López, and Cindy Reed, Superintendent Mark Anderson. Director of Business and Operations Francis Badu and Board Member David Barnes were absent.

**1. WORK STUDY:**

- a. Communication Check-In:** There were no new topics to cover.
- b. Highland Community Goal-Setting:** The meetings are scheduled for Monday, September 19 and Wednesday, September 28.
- c. Year-Start Inservice: Defensive Training, Mark Schumacher:** The board reviewed the schedule for the all-staff inservice on Wednesday, 8/17 and are invited to attend.

Recording Secretary Julie Notman joined the meeting at 8:45 a.m.

**d. Policy 2161 Special Education and related Services for Eligible Students:** This is a policy that must be current and uploaded for a grant by September 1<sup>st</sup>. The board was directed to thoroughly read through it and the other policies that will be ready for approval at next week's regular board meeting.

**e. Professional Services Solicitation Discussion:** We received just two bids: one from a local provider, Monson Architects, and one from out of town, Design West. The Board discussed the merits of each proposal including the following: a) Ability to efficiently coordinate with the district in managing the project(s), b) Experience of the project manager, c) experience with replacement HVAC systems, d) the Letter of Introduction and 'Must Haves'.

Monson Architect was determined to be a better fit as he has experience with the district and specifically with replacement projects. The Board reasoned Monson Architects will be more able to efficiently and in-person coordinate with the district. The Monson proposal was personal and intentional to the request for qualifications while the Design West proposal seemed more 'boiler plate' and 'fill-in-the-blank' and not personal or specific to the district.

HHS Principal Brandon Jensen joined the meeting at 9:03 a.m.

**f. Advisor Roles Discussion:** The concerns the Board expressed at the end of the school year were reiterated. Brandon described the role of the ASB Advisor and described due process for a plan of improvement when needed for a teacher or advisor. Discussed ASB student leadership roles, trainings, and expectations as well as expectations, concerns and plans for the advisor for the coming school year. Dividing the responsibilities of the ASB advisor to a) financial advisor and b) concessions advisor was agreed to be a good option moving forward. Brandon was directed to connect with past advisor Stephani Kinney about resuming the ASB advisor in the financial role. The ASB Activities/Class Advisor, and Freshman, Sophomore, Junior and Senior Class Advisor positions have all been posted. These have been difficult to fill in the past.

Brandon left the meeting at 10:50 a.m.

**g. WSSDA Presentation:** The length of time for the presentation [One District's Journey Implementing a Modified Calendar to Meet Student Needs] must be pre-selected. Nikki, Cindy and Carlos have committed to attending and suggested 75-90 minutes. Friday would be the best day to present due to schedule conflicts.

**h. 2022-23 School Year-Legislative Bills-School Requirements:** Recent bills have passed in the legislature that the district must review to ensure we are compliant. Some may require a committee to choose curriculum. Further discussion to resume at the September Work Study Session.

There being no further business, the August 9, 2022, Board Work Study Session adjourned at 11:00 a.m.

Julie left the meeting at 11:04 a.m.

## **2. BOARD RETREAT**

**a. Self-Appraisal of the Board**

**b. Board Goals for 2022-23 School Year**

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Chair

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Secretary