

**Highland School District #203  
HJH/HHS Library  
Tuesday, March 21, 2023**

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

The **March 21, 2023, Regular Board Meeting** was called to order by Chair Nikki Keller at 7:00 p.m. Others present included Board members David Barnes, Lupita Flores, Carlos López and Cindy Reed, Superintendent Mark Anderson, Director of Business & Operations Francis Badu, and Recording Secretary Julie Notman

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

**2. APPROVAL OF MINUTES**

No one had any questions nor corrections. David moved to approve the **February 6, 2023** and **February 21, 2023 Regular Board Meeting** minutes as presented, Lupita 2<sup>nd</sup>. motion carried.

**3. COMMUNICATIONS**

**a. Public Comment:** There was no public present.

**b. Classified School Employees Appreciation Week March 13-17:** Mark: This is an opportunity to recognize the hard work that the Classified staff do in each building and around the district.

**c. Administrator Reports:** In regard to the SSO-Federal and State report, a question was raised about how many migrant students we have. Kirsten and Elizabeth will be invited to present information at the next board meeting. The Board was reminded to contact the admin if they had any questions for other administrators.

**4. UNFINISHED BUSINESS**

**a. Capital Project Update:** Mark: Met with Monson Architects and found out that the electric heat pumps that we want for the HVAC update at HJH may not arrive on time if included in the overall bid but the district can buy them ourselves so that they should get here in a timely manner. The floorplan for the new office space and remodel of the old art room has been selected. Next the tech aspects will be finalized and the drawings should be completed by May so they can be put out to bid, with construction over the summer. Some of the HVAC system may not be completed by the start of school in August. Future funds might be used for other HVAC updates. Other areas that need improvement include the football field, the track and the tennis courts.

**5. NEW BUSINESS**

**a. Resolution #4-22 Asset Preservation Program:** Francis: The state requires we inspect the buildings each year, and every five years we must hire an outside entity to do the inspection, which was done last year. Scott performed the inspection this year and submitted the building reports. Cindy moved to approve Resolution \$4-22 Asset Preservation Program as presented, Carlos 2<sup>nd</sup>; motion carried.

**b. Budget Status/Enrollment Report:** Francis: The February GF balance was \$1.6M compared to \$1.2M a year ago so we're a bit ahead this year so far. CP is at \$3.0M with the addition of the first intake of levy money. Debt Service, ASB, and Transportation are all still about the same at \$347K, \$195K, and \$102K respectively. We still have some ESSER-related funds and will have them for one more year. Enrollment decreased by seven to 1,054 headcount and an Actual FTE 1036. We budgeted for 996 FTE so we are still ahead but hope the withdrawals slow down.

**c. Personnel Report:** We have received notice of six resignations, for a variety of reasons: new job, schooling, family schedule issues. Three maternity/family leave requests were submitted. We've hired for the Covid Response Coordinator and have finally filled the last two para positions. Gary Packard will move to the High School Social Studies teacher position and Traci Udell has been hired as a district LPN.

Alejandra Hernandez will cover for Vanessa Colin with an Emergency Sub Teacher certificate. We are posting for a School Psychologist. On the Extra-Curricular section there are four resignations and the coach roster for Spring Sports. Interviews for next year's football coach are underway. Nikki and David abstained from voting. Carlos moved with 2<sup>nd</sup> by Lupita to approve the March 21, 2023, Personnel Report as presented; motion carried.

**d. Legislative Report:** Cindy: Activity is mostly at a standstill although most bills have moved from one hour to the other and the governor and house have both submitted their budget. The session does not appear as though it will be extended.

**e. Payment of Bills-General, ASB, Capital Projects, and Payroll:** The board had reviewed the warrant reports as presented, there were no questions nor concerns so Carlos moved to pay the General Fund, ASB, Capital Projects, and Payroll as presented, Lupita 2<sup>nd</sup>; motion passed.

- **General Fund bills** for \$229,062.59 with warrants 76494 through 76696.
- **ASB Fund bills** for \$11,172.67 with warrants 6888 through 6899.
- **Payroll Fund bills** for \$241,289.12 with warrants 76477 through 76491 and \$1,000,079.82 by direct deposit.

#### **6. CALENDAR OF EVENTS:**

The meetings next month will be on Monday, April 10, and Tuesday, April 18. The evening board meeting will be at MWC per district policy.

#### **7. ADJOURNMENT**

There being no further business, Chair Nikki Keller adjourned the March 21, 2023, Regular Board Meeting at 8:30 p.m.

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Chair

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Secretary