

**Highland School District #203
HJH/HHS Library
Tuesday, July 18, 2023**

**Public Hearing-6:45 p.m.
Regular Board Meeting-7:00 p.m.**

The **July 18, 2023, Public Hearing** was convened by Board Vice Chair David Barnes at 6:45 p.m. Others present included Board Directors Carlos López and Cindy Reed, Superintendent Mark Anderson, Director of Business & Operations Francis Badu, and Recording Secretary Julie Notman. There was no public present. Francis asked if there were any questions about the proposed 2023-2024 Budget. There being none, the Public Hearing on the 2023-2024 Budget was closed at 6:58 p.m.

The **July 18, 2023, Regular Board Meeting** was called to order by Vice Chair David Barnes at 7:00 p.m. Others present included Board members Carlos López and Cindy Reed, Superintendent Mark Anderson, Director of Business & Operations Francis Badu, parent Katherine Valles, and Recording Secretary Julie Notman. Board members Nikki Keller and Lupita Flores were absent.

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

2. APPROVAL OF MINUTES

No one had any questions nor corrections. Carlos moved to approve the **May 16, 2023 PM Regular Board Meeting Amended Minutes**, the **June 2, 2023 Special Board Meeting** and the **June 20, 2023 PM Regular Board Meeting** minutes as presented, Cindy 2nd, motion carried.

3. COMMUNICATIONS

There were none.

4. UNFINISHED BUSINESS

a. ALE Program Update: Mark: The Alternative Learning Experience, ALE, program is not ready for implementation this school year. The program will instead be used to assist students that need credit retrieval or extra help in particular classes. Carlos moved to approve the delay of the implementation of the ALE program for the 2023-2024 school year, Cindy 2nd; motion carried.

5. NEW BUSINESS

a. Bakery and Produce Recommendations: Francis: This is the annual process for selecting bakery and produce vendors for the district. An ad inviting bids was in the newspaper. We belong to a co-op with West Valley SD (and other districts) to purchase produce and dairy but also want to retain the option of purchasing from local produce providers when they offer a lower price per the price evaluations we conduct throughout the year. Waldman's Produce was the only one to submit a produce bid. There were no bakery bids submitted but we purchase most of our bakery items through US Foods. Cindy moved to approve the produce bid to Waldman's and continue in the co-op with West Valley, Carlos 2nd; motion carried.

b. Resolution #8-22 Adoption of the Budget for 2023-2024: Francis: Shared and explained the summary page that shows projected revenue of \$19.4m and expenditures of \$2.0m, about \$706k overbudget. The projected fund balance is \$1.2m, which is below the minimum policy percentage of 9%. Reviewed staff counts and balance charts. The 4-year budget projection shows a GF fund balance of \$1.4m in 2023-24, \$395k in 2024-25, -\$395k in 2025-26, and -\$526 in 2026-27. Between McCleary, lower enrollment resulting from the pandemic, ESSER funds cutoff and higher payroll costs, we are at 'the cliff' and must consider \$1m cuts by December to address the projected shortfall. We will organize a budget committee that will include two Board members to monitor the budget and work on a solution

course of action. Carlos moved to adopt Resolution #8-22 Adoption of the Budget for 2023-2024, Cindy 2nd; motion carried.

c. Resolution #9-22 Authorizing Appointment of Investment Officers: This is an annually required resolution that gives authority for auditing officers, investing, and signing and voiding of warrants to Superintendent Mark Anderson and Director of Business & Operations Francis Badu. Cindy moved and Carlos 2nd to approve Resolution #9-22 Authorizing Appointment of Investment Officers; motion passed.

d. Resolution #10-22 GF Budget Extension: Francis: We had some unplanned expenses and we should be fine but a budget extension of \$500k added to last year's approved 2022-2023 budget will ensure we aren't short. Cindy moved with 2nd by Carlos to approve Resolution #10-22 GF Budget Extension; motion carried.

e. Budget Status and Operations Report: Francis: As of the end of June: GF \$1.164m, slightly ahead of last year but there are still some expenses coming through, CP \$3.135m-for upcoming projects, DS \$704K, ASB \$217k, Transportation \$102k, we might be able to purchase 2 buses later this year. This budget status chart/report doesn't show the trouble that is looming.

f. Personnel Report: Mark: There are two amendments on the June report: addition of maternity leave dates for Brenda Marin and adding an omitted posting for the HS Language Arts teacher position. The July PR lists the new hires: Teachers Malia Leaverton, Caitlyn Nation, Lily Price, and Quitina Tucker and rehires or new positions for para/secretary positions: Kaylee Mount, Jose Romero, Geobany Silva, Stacy Thompson, Luis Vaca Madrigal. We still have open postings for a 3-5 Special Ed teacher, Elementary Counselor, and a number of para positions. July's PR has the HAG two-year CBA agreement, PSE two-year CBA, both with revised salary schedules, modification/increase of salary for district staff, Superintendent, and Director of Business & Operations, the latter two and HAG also with an increase to VEBA contributions to \$60/month, matching that given to HEA as on June's PR. Carlos moved, Cindy 2nd to approve the amended June 20, 2023 Personnel Report as presented, and the July 18, 2023 Personnel Report as presented including the HAG and PSE CBAs, and the modification/increase of salary for the district staff, Superintendent, and Director of Business & Operations; motion carried.

g. Legislative Report: Cindy: Nothing to report.

h. 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, Cindy 2nd; motion passed.

- **General Fund bills** for \$388,730.34 with warrants 77120 through 77209.
- **ASB Fund bills** for \$15,279.60 with warrants 6942 through 6954.
- **Capital Project bills** for \$26,275.06 with warrants 703 through 706.
- **Payroll Fund bills** for \$211,910.31 with warrants 77210 through 77224 and \$1,181,122.71 by direct deposit.

i. Executive Session-Legal Issue: Vice Chair David Barnes declared the Board would go into Executive Session for an estimated 10 minutes from 7:25-7:35 p.m. to discuss a legal issue. The public is excused for the Executive Session and may wait to reenter the meeting, or they may leave.

Katherine Valles and Francis Badu left the meeting.

At 7:30 p.m. Vice Chair David announced the end of the Executive Session and reconvened the Regular Board Meeting. Staff/Visitors had left and did not reenter the meeting.

6. CALENDAR OF EVENTS:

There will not be an A.M. meeting in August. The 15th is a good date for all present.

7. ADJOURNMENT

There being no further business, Vice Chair David Barnes adjourned the July 18, 2023, Regular Board Meeting at 7:33 p.m.

Chair

Secretary