

**Highland School District #203
HHS/HJH Library
Tuesday, July 20, 2021**

**6:45 p.m.
2021-2022 Budget Public Hearing**

At 6:45 p.m. Board Vice Chair David Barnes convened the 2021-2022 Budget Public Hearing. Others present included Board Members Cindy Reed, and Nikki Keller by speaker phone, Superintendent Mark Anderson, Director of Business & Operations Francis Badu, and Recording Secretary Julie Notman. There was no public present. Mark asked if there were any questions on the proposed 2021-2022 Budget. There being none, the Public Hearing on the 2021-2022 Budget was closed at 6:58 p.m.

Regular Board Meeting-7:00 p.m.

The **July 21, 2021, Regular Board Meeting** was called to order by Vice Chair David Barnes at 7:00 p.m. Others present included Board Members Cindy Reed and Nikki Keller by speaker phone, Superintendent Mark Anderson, Director of Business and Operations Francis Badu, Recording Secretary Julie Notman. Board members Carlos López and Lupita Flores were absent.

The **flag salute** was led by Cindy Reed.

2. APPROVAL OF MINUTES

The board had read the minutes and there were no questions nor concerns. Cindy moved to approve the **June 7, 2021, Work Study Session Minutes**, and the **June 15, 2021, Regular Board Meeting Minutes** as presented, 2nd by Nikki; motion passed.

3. COMMUNICATIONS

Mark shared that we received a letter from Richard Daniels regarding his concerns about choosing an Equity In-Service provider and the content that might be shared by the provider.

4. UNFINISHED BUSINESS

There was none.

5. NEW BUSINESS

a. Dairy, Bakery, and Produce Recommendations: Francis reminded the board that every year the district must seek bids for produce purchases. We received three bids and after review, plan to award to all three vendors as in the past. A few times during the year, we will check their pricing and buy from the vendor with the best price for the produce needed at that time. There were no questions, so Nikki moved to accept the recommendation to award the produce bid to the three vendors as presented, Cindy 2nd, motion passed.

b. Resolution #5-20 Adoption of the Budget for 2021-2022: Francis said this is the annual resolution for approving the budget for the upcoming year plus a four-year projection. Most of the board members had met with Francis individually for a thorough explanation of the budget and projection. He now listed the appropriation for each fund for the 2021-2022 budget: GF \$18,4m, CP \$560k, Transportation \$302k, Debt Service \$1.765m, ASB \$203k. Next Francis shared the Actual Enrollment History, the Budget & Excess Levy Summary, the Four-Year Budget & Counts Summaries and the MSOC Disclosure. We've lost 80 students over the past two years which equals about \$675k less funding so we must consider everything through the lens of this reduction as we move forward. The final QZAB payment is due this December. We plan to buy a bus. In 20-21, we drove two-years' worth of miles due to COVID related schedules and so the ESSER funds may pay for one bus, then the district will be able to buy a second. CP funds will be used for

any repair/replacement projects that come up, but nothing is on the schedule at the moment. A question was raised about the 7.5% Fund Balance policy and how this compares to our current budget, potential needs of the district in times of shortage, and what percentage other districts have. This will be reviewed more. Francis said that 80-83% of MSOC, Materials, Supplies & Operating Costs, go towards payroll and benefits. With no further questions, Nikki moved to approve Resolution #5-20 Adoption of the Budget for 2021-2022, Cindy 2nd, motion carried.

c. Resolution #6-20 Authorizing Appointment of Investment Officers: This is another annual requirement. Francis reminded the board that this resolution gives authority for auditing officers, investing, and signing and voiding of warrants. Cindy moved to adopt Resolution #6-20 Authorizing Appointment of Investment Officers, Nikki 2nd; motion passed.

d. Budget Status/Enrollment and Operations Report: Francis said that this budget report shows year-to-date activity through the end of June. The GF was \$1.729m, up from last year but it will be spent down. He reminded the Board that the QZAB will be paid off in December.

e. Personnel Report: Mark noted the corrections on the April 2021 and June 2021 Personnel Reports, then three resignations on the current report, one maternity leave request, one year-long leave request, eight recommendations for hiring to fill positions and modifications to the HAG agreement and non-represented admin contracts. The resignations and leave requests initiate openings we hope to fill soon. There are a number of coaching positions also available. HEA and PSE are in negotiations and, if settled, adjustments to those contracts may be on the August PR. Nikki moved to approve the April 2021 and June 2021 corrected Personnel Reports and the July 2021 Personnel Report as presented, Cindy 2nd; motion carried.

f. Legislative Report: Cindy said there was nothing to report.

g. Payment of Bills-General, ASB, Capital Projects and Payroll. The board had the opportunity to review the check summaries and found nothing of concern. Cindy moved with 2nd by Nikki to approve payments for General Fund, ASB, and Payroll as presented; motion passed:

- **General Fund bills** for \$630,319.79 with warrants 74210 through 74305.
- **ASB Fund bills** for \$2,500.32 with warrants 6636 through 6639
- **Payroll Fund bills** for \$196,985.66 with warrants 74306 through 74320 and \$1,080,041.71 by direct deposit.

6. CALENDAR OF EVENTS:

August 2 is the scheduled Work Study. The Board discussed if there would be a need for a meeting then and decided to wait and see. It more likely will be a week later by which time the health department may have updated guidance for school districts. August 17 is the Regular Board meeting and school starts on August 23.

7. Adjournment:

There being no further business, Vice Chair David Barnes adjourned the July 20, 2021, Regular Board Meeting at 7:32 p.m.

Chair

Secretary