

Highland School District #203
District Office
Monday, December 11, 2023

Special Board Meeting-7:00 a.m.

The **December 11, 2023, Special Board Meeting** was convened by Chair Nikki Keller at 7:06 a.m. Others present included Board members David Barnes and Lupita Flores, Superintendent Mark Anderson, Director of Student Success Mindy Schultz, and Recording Secretary Julie Notman. Directors Carlos López and Cindy Reed were excused.

1-Communication Check-in: ParentSquare is the all-district communication program that was implemented for this school year. It draws contact information from the student database/Skyward so the Board was asked if they would like to be added as guests so they can see what messages are being sent out by buildings/staff. They agreed. The program has settings for customization to get the notifications or not that are preferred such as Alerts, Notices and Urgent.

Director of Business & Operations Francis Badu and Director of Food Service Julie Milburn joined the meeting at 7:15 a.m.

3-Food Service Discussion: Over the years students say they don't like school lunches so menus between different districts have been compared and found to be pretty much the same. It was noted that the social aspect of lunchtime is a big factor, for example, friend groups sit together in 'their' spot or walk to the store depending on what the leader of the group suggests. They do not like sitting next to each other but tend to put backpacks on the seat between. Discussed what impact food familiarity (cultural) might have. Julie Milburn, Director of Food Service, has been observing what the students seem to like or not like and increasing the former and eliminating the latter while staying in compliance with [federally funded] food service nutrition rules. The kitchen now offers salad items to go with the hot food options as students did not like having to choose between hot or salad. Suggestions to increase the number of students eating school lunch included adding more tables, offer a pasta bar with a couple of sauces to choose from, allow only juniors and seniors to leave campus, have a closed campus, notify parents of the importance of students eating at school (less expensive for families, saves district money), and offer a 'microwave bar' where students could heat up food choices similar to what they're buying at the store. Julie will continue to modify the menu toward the meals the students prefer.

Julie left the meeting at 7:47 a.m.

2-Website Revision: The Board was reminded that our current website provider was bought out by another company. The new company did not have the same webpage design so the closest one possible was chosen, one with a prominent/easy access calendar and smaller picture on the landing page. Content is in the process of being migrated from the current to the new vendor and we anticipate going live sometime early in the second semester.

4-2nd Reading: 6114 Policy Gifts or Donations: Francis explained the background for this policy that began with a complaint that district practices were inequitable and we lacked a written policy. We lost ASB funds when we stopped collecting ASB fees from students per HB 1660 and must be careful that ASB and GF funds don't get mixed up. The state offers a grant that replaces some of the lost funding from no longer collecting ASB fees but the amount allotted to teams does not cover basic material needs such as enough balls or warmups for cold weather. Discussed options for teams to fundraise if there isn't a parent booster club, limits for donations, equitable

distribution of donations if over a set amount, form requirements, and ASB fund-raising rules. The Board offered suggestions for editing the policy, procedure, and form. These will be edited and presented for discussion and approval at the regular December board meeting next week.

5-Policy Review Discussion: Prior to pandemic restrictions, there was a policy committee for first readings of policies to recommend for 2nd readings to the board. Moving forward, policies will be presented to the board at AM meetings for the first reading. It was requested to give notification of pending policies to review with a two- to four-week leeway so there is time to read through the proposed new policies and updates to existing policies.

6-Capital Project Discussion: Mark: the HMS cafeteria turned out very nicely and is in use. One addition will be to put up chair rails and corner protection to limit damage caused by students shouldering backpacks. The power will be shut off in the building and DO on Dec. 27-28 while work is being done in preparation for the HVAC upgrades next spring. We need to plan for levy-funded Capital-Project-years three through seven [as funding becomes available]. Since the materials for the HVAC upgrade have already been purchased with the current levy funding allotment, could the track and field renovation/replacement (as a major and important project) possibly start this spring with hopes of completion by Fall 2024? One estimate for the project is \$1M as the track is too deteriorated to patch but must be replaced. Looking farther ahead, state construction assistance is coming up near the end of this decade and adding onto TES to become a PreK-5th grade building is a more-viable option than building a new PreK-5 building on the MS/HS campus, which is estimated to cost \$70M. Having one elementary building will save the district in multiple areas and could potentially be partially funded by the sale of the MWC property.

7-Signage Conversation: We are awaiting a quote from Monster Graphics for replacing signage around the district: HJH to HMS, Tieton School to TES, and adding directional signs for HMS and the district office posted near the entrance to the related parking areas.

8-Board Reorganization: After a brief discussion, all agreed to keep current positions: Nikki-Chair, David-Vice Chair, Lupita-WIAA Rep, Carlos Title IX Rep, and Cindy-Leg Rep.

9-Personnel Discussion-Superintendent Transition: Mark: would like to make public the plans for transitioning toward a replacement superintendent. Agreed to make announcement to staff in 2nd Semester.

7. ADJOURNMENT

There being no further business, Chair Nikki Keller adjourned the December 11, 2023, Special Board Meeting at 9:50 a.m.

Chair

Secretary