

**Highland School District #203  
District Office  
Monday, April 8, 2024**

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

The **April 8, 2024, AM Regular Board Meeting** convened at 7:05 a.m. Present included Board members David Barnes, Nikki Keller, and Cindy Reed, Superintendent Mark Anderson, Director of Student Success Mindy Schultz, and Recording Secretary Julie Notman. Board members Lupita Flores and Carlos López were absent.

**1. Communication Check-In:** It has been quiet as the last two weeks were conferences followed by Spring Break. The new website will not go live until the summer as the new company did not load everything from the old website as promised.

**2. Out-of-State/Overnight Travel Request-HS Band:** This is their annual trip to participate in the Lilac Parade in Spokane, funded by their parent group. Cindy moved and David 2<sup>nd</sup> to approve the Out-of-District/Overnight Travel Request by the HS Band; motion carried.

**3. 2024-2025 Instructional Calendar:** The first day of classes was never meant to be a half-day, it was a color-coding error. Intersessions are proposed to be in February and May with the week of May including two Snow Makeup Days at the end of the week. Thanksgiving week has the extended break with only one and one-half days of class. This is not preferred by the board, [greater absenteeism is expected] as there are a lot of breaks during that time of the year and it is not conducive to learning. After discussion of the calendar overall, David moved and Cindy 2<sup>nd</sup> to adopt the 2024-2025 Instructional Calendar as presented; motion carried.

**4. 1<sup>st</sup> Reading of New/Revised Policies:** There were no questions about the policies: move them to second reading at next board meeting.

Revised Policy:     3122 Excused & Unexcused Absences  
                             3225 School-based Threat Assessment  
                             3231 Student Records  
                             3050 Contracts  
                             6630 Driver Trainer and Responsibility

**5. WSIF Presentation:** WSIF stands for Washington State Improvement Framework and is the current way OSPI is measuring student success and growth. Mindy shared Highland's report via the OSPI website, explaining what the numbers stand for and how we compare to area districts that have similar student populations and programs. TES had growth in both EL and SpEd and is moving in the right direction. HMS has made gains in EL but has been identified with one target area in SpEd. As the student population moves up a grade level the results will shift and a very few number of students can affect the scores. Per these results, we are doing better than other schools that are similar [demographically] to HSD so we are quite pleased with where we are.

**6. OSPI Assessment of District Student Health Services:** Things have changed quite a bit for the school nursing department. There are many more, and different, issues for which students need assistance than in the past when we had only one district nurse and we need a way to support our current district nurse this next school year and beyond. The part-time health room aide we have now is ESSER funded which ends with this school year. The OSPI Assessment of District Student Health Services, completed by the ESD 105 Nurse Corps head nurse and our district nurse, Amanda Baughman, resulted in a calculation that shows we will need to continue to have a second, part-time health staff person to meet student needs.

**7. 2024-2025 Budget and Staffing Review:** There have been no changes/improvements to our budget situation and per the recommendation of HHS Principal Jeremy Gillespie, dated 2/8/24, to eliminate the

CTE Business/Marketing position to help with the budget shortfall, Cindy moved, with 2<sup>nd</sup> by David, to approve said recommendation to eliminate the CTE Business/Marketing position; motion carried. The non-renewed staff have received their official letters. Reviewed the RIF letter and discussed the appeal process. The other department that needs attention is Special Education. Discussed options for staffing that department with one less teacher [one had to be non-renewed due to budget constraints and the reduction in enrollment]. Mark will meet with the remaining department staff later this week to discuss staff placement.

**8. Capital Project Update:** This summer we must narrow down what the next project will be and set a timeline to get it done. The track/football field is a top priority. Another high priority is to address our declining enrollment and cut overhead by reducing buildings by combining PreK-5 in one. We might start with trying to pass a bond to build a new Pre-K-5 building on the HHS/HMS/District Office campus [sell the MWC and TES properties] and if that were to be unsuccessful, change to remodeling TES. We need to review cash flow and consult a contractor to find out if remodeling is even viable. There are two options for funding a remodel: wait until the funds come in from tax payments [would take a few years] or borrow to complete the work sooner.

**9. WSSDA Regional Meeting:** We are hosting the WSSDA Regional meeting on Thursday, April 18 in the HMS Commons. Cindy and Lupita are not available. David and Nikki committed to attend. Mindy will prepare a short presentation for Mark to share.

Meeting adjourned at 8:52 a.m.

---

Chair

---

Secretary