

Highland School District #203
HHS/HMS Library
Tuesday, September 17, 2024
Regular Board Meeting -7:00 p.m.

The **September 17, 2024, Regular Board Meeting** was called to order by Vice Chair David Barnes at 7:00 p.m.

Those present included Superintendent Mark Anderson, Director of Business & Operations Francis Badu, Board members Carlos López, and Cindy Reed, HHS student Jazmine Chavez and her family, HS teacher Pat Hazen, and Recording Secretary Julie Notman. Board member Lupita Flores was absent.

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

2. APPROVAL OF MINUTES

No one had any questions nor corrections. Carlos moved, and Cindy 2nd, to approve the **August 20, 2024, PM Regular Board Meeting Minutes**, as presented; motion carried.

3. COMMUNICATIONS

a. Elanco Fundamentals of Animal Science Certificate Presentation: Mr. Hazen: Jazmine Chavez worked very hard and put a lot of effort into completing the 120-day curriculum in just a couple of weeks to earn the Elanco Fundamentals of Animal Science certificate. He read the official letter that came with the certificate. This certificate will be beneficial for Jazmine when she applies to college or for a job in an animal sciences field. Jazmine shared that she is interested in attending WSU and becoming a veterinarian. Everyone was pleased and congratulated her.

Mr. Hazen and the Chavez family left the meeting at 7:05 pm.

b. Administrator Reports: No comments nor questions were offered. The board were directed to reach out to admin if any questions or comments arose.

c. Public Comment: None

4. UNFINISHED BUSINESS

a. 2nd Reading of New/Revised Policies:

New Policies: 2124 Physical Education and Health Class

2195 Policy-Academic Acceleration

3206 Pregnant and Parenting Students

Revised Policies: 3205 Sex Discrimination and Sex-based Harassment of Students Prohibited

3207 Prohibition of Harassment, Intimidation, and Bullying

3432 Emergencies

5011 Sex Discrimination and Sex-Based Harassment of District Staff Prohibited

6220 Bid or Request for Proposal Requirements

There were no questions about the new or revised policies. The board was directed to contact the district office if any concerns or questions arose. The policies are moved to the 3rd reading.

5. NEW BUSINESS

a. TBIP Grant 2024-2025: Mark: TBIP, Transitional Bilingual Instructional Program, supports our bilingual program and future dual language program. A new RCW requires board approval for the grant application. The legislature has given districts a three-year window to implement a dual-language program and board approval validates that the funds from this grant can be used for that purpose. Cindy moved, Carlos 2nd to approve the TBIP Grant 2024-2025; motion passed

b. Budget Status /Enrollment and Operations Report: Francis: We are still closing the end of last school year and will have a final report in November. Preliminary numbers look pretty good, the fund balance might be a bit above where we ended a year ago. Will have discussion about how to use the Fund Balance going forward. Enrollment is not so good. 4th grade is up but the overall first head count for this school year was 989, it is the first time falling that low, below 1,000. The FTE came in at 967 about 35 fewer than we planned for at 1,002. In the past we have always budgeted for less than anticipated which helps our fund balance at the end of the year but we're seeing a new [downward] trend that will obviously impact how we plan for next year that we'll have to watch carefully. We could get more students but the norm is for it to go up and down but not increase significantly. The decrease in student enrollment isn't a result of students transferring out but simply a decrease in enrollment. We are tracking and following the enrollment and budgeting and sharing it with the union groups, admin, and advisory groups so they are aware of it as we continue being intentional with our spending and planning.

c. Personnel Report: Mark: There is a correction in the August Personnel Report, an omitted appointment of a long-term sub covering a teacher's leave. The September report has a para resignation, Brenda Castellanos and a family leave request for Makize Hernandez. We have a lot of 4th grade students so after looking at funding (program and basic ed) it was decided to post for a third 4th grade teacher. It is a challenging age group and having three teachers (reducing class size) will be the best for them. We will communicate with parents about the change and plan to have it in place by early October, so the students have a week in their new configuration of classes before conferences. We still have the posting for an SLP. The extracurricular has a lot of placements for fall sports and HS advisors. Carlos moved, Cindy 2nd to approve the corrected August 20, 2024 Personnel Report and the September 17, 2024 Personnel Report as presented; motion carried.

d. Legislative Report: Cindy: No report this month.

e. Payment of Bills-General, ASB, Capital Projects, and Payroll: Carlos moved to pay the General Fund, ASB, Capital Projects, and Payroll as presented, Cindy 2nd; motion passed.

- **General Fund bills** for \$771,458.30 with warrants 78679 through 78805.
- **ASB Fund bills** for \$9,591.12 with warrants 7128 through 7136.
- **Capital Project bills** for \$128,901.68 with warrants 753 through 755.
- **Payroll Fund bills** for \$272,305.53 with warrants 78806 through 78821 and \$1,164,825.59 by direct deposit.

7. CALENDAR OF EVENTS:

David reviewed the October meeting dates, early release and conference week. No conflicts were shared.

8. ADJOURNMENT

There being no further business, Vice Chair David Barnes adjourned the meeting at 7:18 pm.

Chair

Secretary