

**Highland School District #203**  
**HHS/HMS Library**  
**Tuesday, October 15, 2024**  
**Regular Board Meeting -7:00 p.m.**

The **October 15, 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, Director of Student Success & Superintendent Designee Mindy Schultz, Board members Lupita Flores, Carlos López, and Cindy Reed, MWC teachers Lisa Biddick and Bryanne Hoffee, and Recording Secretary Julie Notman. Board member Nikki Keller was absent.

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

## **2. APPROVAL OF MINUTES**

No one had any questions nor corrections. Carlos moved, Lupita 2<sup>nd</sup>, to approve the **September 17, 2024, PM Regular Board Meeting Minutes** as presented; motion carried.

## **3. COMMUNICATIONS**

**a. Public Comment:** Bryanne Hoffee asked about the 30-minutes recess waiver for Thursdays. Mark will get it to her.

**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. Assistant Superintendent Report:** Mindy shared that she has met with Francis and is learning about how the district works with engineers and contractors on capital projects. Francis shared that we expect to have a fee proposal for Phase 2 of the HVAC upgrade at the November meeting.

## **4. CONSENT AGENDA**

3<sup>rd</sup> Reading of New and Revised Policies. There were no questions nor concerns regarding any of the policies. Cindy moved, Carlos 2<sup>nd</sup> to approve the Consent Agenda as presented; motion carried.

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

## **5. UNFINISHED BUSINESS**

There was none.

## **6. NEW BUSINESS**

**a. Policy 1400 Meeting Conduct, Order of Business and Quorum:** The changes in the policy are to reflect the new meeting locations of the AM board meetings. Lupita moved, Cindy 2<sup>nd</sup> to approve Policy 1400 Meeting Conduct, Order of Business, and Quorum as presented; motion carried.

**b. Budget Status /Enrollment and Operations Report:** Francis: The books will be closed for 2023-2024 next week and there will be a final report in November. Enrollment: We are up two but still down overall. The key number is what is in the final column [of the Headcount chart], that is the number we want to see go up. We budgeted for 1,002 and are currently at 969 FTE.

**c. Personnel Report:** Mark: The corrected September Personnel Report includes an omission for a soccer coach. The October report has two PFML requests and we are happy to have selected a new 4<sup>th</sup> grade teacher, Stacy Goodman, out of a pool of 14. We still have para positions to fill. Carlos moved, Lupita 2<sup>nd</sup>, to approve the corrected September 17, 2024, and the October 15, 2024, Personnel Reports 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 2<sup>nd</sup>; motion passed.

- **General Fund bills** for \$225,129.12 with warrants 78822 through 78913.
- **ASB Fund bills** for \$9,245.37 with warrants 7137 through 7145.
- **Capital Project bills** for \$46,609.17 with warrants 756 through 756.
- **Payroll Fund bills** for \$234,390.43 with warrants 78914 through 78928 and \$1,140,013.27 by direct deposit.

## **7. CALENDAR OF EVENTS:**

David reviewed the upcoming district dates. He will be absent due to a work conflict for the November AM meeting but the other board members are available. The board was reminded that the November AM meeting will be at MWC and the December AM meeting will be at TES.

## **8. ADJOURNMENT**

There being no further business, Vice Chair David Barnes adjourned the meeting at 7:23 pm.

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Chair

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Secretary