

Highland School District #203
TES Library
Tuesday, November 19, 2024
Regular Board Meeting -7:00 p.m.

The **November 19, 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.

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

2. APPROVAL OF MINUTES

No one had any questions nor corrections. Lupita moved, Carlos 2nd, to approve the **October 7, 2024, AM Board meeting** and the **October 15, 2024, PM Regular Board Meeting Minutes** as presented; motion carried.

3. COMMUNICATIONS

a. Public Comment: There were none.

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 the budget and capital projects and how the money comes and goes from the levy. She has attended meetings for various personnel issues, met with PSE advisory and met the regional rep, attended the WASA meeting with regional superintendents and other leaders, is taking part in a Women in Leadership group, and is working with HSD admin on goals for their evaluations. Mark mentioned that in his article for the winter newsletter he is announcing that he is retiring at the end of this school year and that Mindy is the superintendent designee. Mindy and Mark shared about the recognition [as part of the Washington School Recognition Program by the State Board of Education & OSPI] that MWC (2021-2022 & 2022-2023) and TES (2022-2023) received for growth in those school years.. Only 13% of schools in WA state earned this recognition. The percentage of schools that earned recognition for two school years was even lower. We are very proud of the work being done.

D. IDEA 2024-Determination Level: Mark: Each year we get something from the state about IDEA [Integrated Developmental Evaluation and Assessment] compliance related to the work that needs to be filed and shared with the state. It is another good report and we are pleased with the work of the staff and very glad to see positive things come in.

4. UNFINISHED BUSINESS

2nd Reading of New and Revised Policies. There were no questions nor concerns regarding any of the policies. The Board was advised to contact the district office if a question arose. Mark mentioned the civility policy and that many districts around the state are really struggling with civility with staff and parents so WSSDA and WASA are doing what they can to support districts. We are thankful for the staff and community that we have. Advance these policies to 3rd Reading/Consent Agenda.

New Policies: 5161 Civility in the Workplace
 5254 Staff Expression

Revised Policies: 1400 Meeting Conduct, Order of Business and Quorum

5. NEW BUSINESS

a. Overnight Travel Request-5th Grade Outdoor Education Camp: Mark: The 5th grade won a grant for the students and teachers to attend an outdoor educational experience at Camp Ghormley next spring. All costs and fees are covered by the grant. Carlos moved, Cindy 2nd to approve the Overnight Travel Request-5th Grade Outdoor Education Camp as presented; motion carried.

b. Budget Status /Enrollment and Operations Report: Francis: The General Fund is slightly ahead of last year, there is still money in Capital Projects which we'll be spending as we go, Debt Service is about the same, the money in it is from when we issued the bond in 2015. We ordered a bus that should be arriving soon so that [balance] will go down. Overall we are tracking very well. Enrollment is a little different, we have a net loss of one. We budgeted for 1002 FTE and are at 971 FTE, so 32 behind so eventually there will be a [financial] correction somewhere and we are tracking it carefully.

c. Personnel Report: Mark: The October has a correction to add an omission of a need to post in-house for Migrant Tutor(s). November has two employee leave requests, still looking for a couple of para positions, one at HMS and one at TES. Mindy: We will interview two candidates for HMS hopefully later this week. We interviewed and hired a long-term sub for MWC for a maternity leave. Still figuring out what to do for the posted TES para position. There are just a couple of coaching positions on the report. No questions nor comments. Carlos moved to approve the October and November Personnel Reports as presented; Lupita 2nd; motion carried.

d. Legislative Report: Cindy: Nothing this month. Mark shared that instead of a Legislative dinner as has been held in the past, there will be a breakfast on December 17th. Mark and Mindy will attend and if any board members wish to attend to let him know so he can register them. So far two legislators, Curtis King and Jeremie Dufault are scheduled to attend and two are not yet confirmed.

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

- **General Fund bills** for \$293,402.14 with warrants 78944 through 79054.
- **ASB Fund bills** for \$8,161.04 with warrants 7146 through 7158.
- **Capital Project bills** for \$239,100.82 with warrants 757 through 762.
- **Payroll Fund bills** for \$234,085.45 with warrants 78929 through 78943 and \$1,013,281.46 by direct deposit.

7. CALENDAR OF EVENTS:

David reviewed the upcoming district dates. The December 2nd AM Board Meeting was moved to Monday, December 9th so there will be a quorum. The meeting will be at TES. The December 17th meeting date is fine.

8. ADJOURNMENT

There being no further business, Vice Chair David Barnes adjourned the meeting at 7:19 pm.

Chair

Secretary