

Highland School District #203
HMS/HHS Library
Tuesday, May 20, 2025
Regular Board Meeting -7:00 p.m.

The **May 20, 2025, Regular Board Meeting** was called to order by Chair David Barnes at 7:00 pm.

Those also present included Superintendent Mark Anderson, Director of Student Success/Superintendent Designee Mindy Schultz, Board members Lupita Flores, Carlos López, and Cindy Reed, MWC Teachers Lisa Biddick, and Bre Hoffee, Marcie O'Neal Teacher, Rylie O'Neal HHS Student, and Recording Secretary Julie Notman. Board member Kerry Jones was excused.

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

I. D. APPROVAL OF MINUTES: There were no questions about the minutes. Carlos moved, Lupita 2nd to approve the April 14, 2025, Special Meeting, and the April 15, 2025, PM Meeting Minutes as presented; motion carried.

II. COMMUNICATIONS

A. FFA Presentation-Rylee O'Neal: HHS Junior Rylee shared a colorful presentation, explaining the different areas of opportunity in FFA, all those in which she has participated, and about the experience and growth gained from it. She shared that she got to go FFA State and the awards she has won over the years including Herdsmanship and Charlie Slagg award, (a large trophy and a banner), and then engaged in a question and answer time with those present. Her future plans include studying agriculture in college and possibly becoming an Ag teacher.

Rylee and Marcie left the meeting at 7:10 pm

B. Public Comment: MWC Teacher Bree Hoffee invited the board to her class's Wax Museum presentation this week on Wednesday and Friday.

C. Administrator Reports: There were no comments nor questions about any of the reports.

D. Assistant Superintendent Report: Mindy: She participated in the [state] auditor exit interview, learned more about internal controls, and is seeing how all of it works together in the district, attended the construction meeting, and there were more budget and staffing meetings. Mindy shared that Transitional Kindergarten registration numbers are lower than in the past, currently at 38, we hope for 50. They are doing outreach to see if there are more to sign up. The low incoming numbers do not bode well for future enrollment.

III. UNFINISHED BUSINESS

A. 2nd Reading Policy 2020-Course Design, Selection, and Adoption of Instructional Materials: The board had read everything with no questions nor comments so the policy will move to the 3rd reading-approval at next month's meeting.

IV. NEW BUSINESS

A. Highly Capable District Plan 2024-2025: Mindy: This is the annual plan that needs approval. Just did the yearly Highly Capable testing and they are now going through the data. Cindy moved, Carlos 2nd to approve the Highly Capable District Plan 2024-2025; motion carried.

B. TBIP Grant 2024-2025: Mindy: This is the annual Bilingual Education plan. The WIDA scores are back and they are digging in to see how we did. Good news so far: TES did well, and the HS did better than before. Cindy moved, Lupita 2nd to approve the TBIP Grant 2024-2025; motion carried.

C. 1st Reading of New or Revised Policies:

New: 2021 Library Information & Technology Programs

3206 Pregnant & Parenting Students

6801 Capital Assets Theft Sensitive Assets

Revised: 2230 Transition to Kindergarten Program

5011 Sexual Harassment of District Staff Prohibited

There were no questions about any of the policies under review and so will be moved to a second reading at the next board meeting.

D. 2025-2026 Fee Schedules: Francis: We review the fee schedules every year. This year we looked around at area districts and found we are competitive. No recommendation to make any changes. Carlos moved, Cindy 2nd to approve the 2025-2026 Fee Schedules as presented; motion carried.

E. Budget Status /Enrollment and Operations Report: Francis: At the end of April, the GF, which we are tracking very closely, was about \$225K behind last year. We know our fund balance will drop this year. It was \$2.6M last year and we hope this year will get to \$2M but we know because of our lower enrollment it is going to come down. We ended the month at \$1.9M, last year's was \$2.1M. The Capital Projects balance is high but we have a principal payment due at the end of this month and we have the HVAC project this summer. Transportation: our new bus came in. We are trying out an unleaded gas bus, which is meant for routes as it doesn't have luggage space. If we like it we will order another as soon as possible as we have enough money [in transportation]. Enrollment: Doesn't look very good. We gained one but lost eight. Our average is now 968, which is a big deal for us, and the headcount is back to where we started the year at.

F. Personnel Report: Mark: We have a notice of separation, retirements, an involuntary transfer and leaves of absence requests. Unfortunately, the SLP we hired had to rescind her acceptance so that is posted again. Also posting for an HMS Math LT substitute for the fall. No one applied for the DECA advisor position this year. Staffing list for next year is being added to the report. Carlos moved to adopt the Personnel Report as presented, Cindy 2nd; motion carried.

G. Legislative Report: Cindy: Nothing to report, the session is over.

V. FINANCE

A. Payment of Bills-General, ASB, Capital Projects, Transportation, and Payroll: There were no questions, so Lupita moved, Carlos 2nd to approve payment of the bills as presented; motion carried.

- **General Fund bills** for \$233,453.24 with warrants 79560 through 79643.
- **ASB Fund bills** for \$23,720.68 with warrants 7207 through 7221.
- **Capital Project bills** for \$139,951.88 with warrants 775 through 779.
- **Transportation bills** for \$159,714.92 with warrants 34 through 34.
- **Payroll Fund bills** for \$246,188.62 with warrants 79644 through 79656 and \$1,096,025.22 by direct deposit.

VI. CALENDAR OF EVENTS: David reviewed the upcoming district dates. June 2nd is AM Board meeting and June 17 is the PM meeting. Graduation is June 13th.

VII. ADJOURNMENT

There being no further business, Chair David Barnes adjourned the meeting at 7:25 p.m.

Chair

Secretary