

Highland School District #203
HMS/HHS Library
Tuesday, August 19, 2025

The **August 19, 2025, Regular Board Meeting** was called to order by Chair David Barnes at 7:00 pm.

A. PRESENT: Superintendent Mindy Schultz, Director of Business & Operations Francis Badu, Board members Lupita Flores, Kerry Jones, and Cindy Reed, MWC Teachers Lisa Biddick, and Bryanne Hoffee, community member Abril López, and Recording Secretary Julie Notman. Board member Carlos López was absent.

C. FLAG SALUTE was led by Lupita.

D. APPROVAL OF MINUTES: There were no questions about the minutes. Kerry moved, Cindy 2nd to approve the July 7, 2025, AM Meeting/Work Study, and July 15, 2025, Public Hearing and PM Meeting Minutes as presented; motion carried.

II. COMMUNICATIONS

A. Public Comment: Two questions were raised and answered: 1-Changing the Late Start day from Thursday to Wednesday. It was originally Wednesday and was changed to Thursday to accommodate when HHS had a block schedule. Changing it back as the HS no longer has that block schedule, it is a meeting/training day at ESD 105 so staff that must attend there won't miss the buildings' AM meetings, and it gives the preschool two days in class, a break then two more days in class each week. Attendance was a problem when they attended for three days, had a day off, then back for one day on Friday. Preschool does not meet on late start days. 2-Has it already been decided to close MWC in favor of consolidating the elementary at TES? No. The board has been directed to look into consolidation, explore the cost savings, if any, and determine which building would be the better option.

III. UNFINISHED BUSINESS There was none.

IV. NEW BUSINESS

A. 1st Reaching of New/Revised Policies:

Revised Policies: 1310 Policy Adoption, Manuals and Administrative Procedures
3143 Notification and Dissemination of Information about Student Offenses
and Notification of Threats of Violence or Harm
3210 Nondiscrimination
3226 Interviews and Interrogations of Students on School Premises
3421 Child Abuse and Neglect
4060 Distribution of Information
4260 Use of School Facilities

David noted that all of the policies are revised versions. There were no questions and he advised the board to read through them thoroughly before the 2nd reading at the next board meeting.

B. Resolution #14-24 Designation of District Agent:

C. Resolution #15-24 Appointment of District Claims Agent:

D. Resolution #16-24 Certified Signature of District Personnel Authorized to Sign School

Construction Project: Mindy: These three resolutions are needed for her to have authority as the superintendent to sign applications, reports, construction projects and other documents as needed for the district. Cindy moved, Lupita 2nd to approve Resolutions #14-24, #15-24, and #16-24 as presented, motion carried.

E. Banner Bank Signers Update: Francis: Banner Bank is our local bank. There are three signers on the accounts: Francis, Mark and Melissa. Due to his retirement and her moving positions, we removed Mark and Melissa as signers and added Mindy Schultz, [Superintendent] and Heather Garent [new AP/Purchasing Clerk]. Francis and those two will be the three signers going forward. Lupita moved, Kerry 2nd; to approve updating the signers for Banner Bank; motion carried.

F. Budget Status /Enrollment and Operations Report: Francis: The General Fund is \$160K behind where we were last year at this time, yet we are looking pretty good because we are and have been spending less in anticipation of what the future may hold. Our projection now is \$300K less [expenditures] than we were expecting to see in August, which is pretty good. It helps with the fund balance, bringing it up 1.5% going into next year.

E. Personnel Report: Mindy: The July report has a correction for an omission of the hiring of a para at Tieton. The current report shows some in-district movement, a couple of retirements, we filled some of the para positions that weren't filled with the first round, and we still have some more to fill, there is one MS Math Science position and a couple of long-term sub teacher positions to fill. There are a couple of teachers that will start with a conditional certificate as they finish testing for their specific endorsements. Some filled coaching positions are also on the report. There were no questions regarding either personnel report. Kerry moved and Cindy 2nd to approve as presented the corrected July Personnel Report, and the August Personnel Report including the two teachers on conditional certificates: motion passed.

F. Legislative Report: Cindy: Nothing to report.

V. FINANCE

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

- **General Fund bills** for \$3121,079.79 with warrants 79877 through 79948.
- **ASB Fund bills** for \$631.27 with warrants 7248 through 7250.
- **Capital Project bills** for \$965,634.26 with warrants 786 through 788.
- **Payroll Fund bills** for \$256,329.20 with warrants 79949 through 79963 and \$904,633.83 by direct deposit.

VI. CALENDAR OF EVENTS: David reviewed the upcoming district dates. August 25 is the first day of school, Labor Day is Sept. 2. The AM meeting will be on Sept. 8 and the PM meeting is on the 16th.

VII. ADJOURNMENT

There being no further business, Chair David Barnes adjourned the meeting at 7:20 p.m.

Chair

Secretary