

**Highland School District #203**  
**HMS/HHS Library**  
**Tuesday, October 21, 2025**

The **October 21, 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 Kerry Jones and Carlos López. Board members Lupita Flores and Cindy Reed and Recording Secretary Julie Notman were absent.

**C. FLAG SALUTE** was led by Carlos.

**D. APPROVAL OF MINUTES:** There were no questions about the minutes. Carlos moved, Kerry 2<sup>nd</sup> to approve the September 8, 2025, AM and the September 16, 2025, PM Meeting Minutes as presented; motion carried.

## **II. COMMUNICATIONS**

**A. Public Comment:** No public was present, no public comment.

**B. Admin Board Reports:** The Board members had read the reports, there were no questions nor comments.

## **III. UNFINISHED BUSINESS**

### **A. Consent Agenda:**

New Policy: 3112 Social Emotional Climate

Revised Policy: 3241 Student Discipline

There were no questions nor comments about the policies. Kerry moved to approve the Consent Agenda, New and Revised Policies as presented, Carlos 2<sup>nd</sup>; motion carried.

## **IV. NEW BUSINESS**

**A. Budget Status /Enrollment and Operations Report:** Francis: We looked at this [the Actual Budget Financials report] about a month ago and this [report] is pretty much the final closing financial report for 2024-2025. It shows where the fund balance ended, 12.64%. It dropped less than one percent so not as bad as we thought [it might be] and it is still above the [board policy] of 9% but next year we should come to about the 9%. Budget Status Report: End of September the GF was at \$1.6M, we saw a drop but it should pick up by the end of the year, it is the same cycle every year. The Capital Projects was at \$1.4M. It will drop a bit as some expenses will still come in from the [HVAC project] that is winding down but it will end better than expected. Going forward we will take a look at cash-flow projection and also at the track and see how to finance that. There is a meeting next week [with stakeholders] to gather wants/wishes. We have a bus on order and might go a year without buying one. We have bought one every year for the past 3-4 years so we should be in pretty good shape for a while. Enrollment Report: We're doing pretty good for a start, with 939 FTE we are close to what we budgeted [934]. It was nice to have the new enrolled students be across the board as far as grade levels.

**B. Personnel Report:** Mindy: We hired a custodian for days at MWC, have one retirement effective at the end of this school year, a request for Paid Family Medical Leave and just a few unfilled positions including the Freshman Advisor. We can do without filling it this year, they will need to do extra fundraising as sophomores and juniors. No questions about the report. Carlos moved, Kerry 2<sup>nd</sup>, to approve the October 21, 2025, Personnel Report as presented; motion carried.

**C. Legislative Report:** Cindy not present, and neither Francis nor Mindy has anything to report.

**V. FINANCE**

**A. Payment of Bills-General, ASB, Capital Projects, and Payroll:** There were no questions nor comments: Kerry moved, Carlos 2<sup>nd</sup> to approve payment of the bills as presented; motion carried.

- **General Fund bills** for \$263,430.30 with warrants 80101 through 80203.
- **ASB Fund bills** for \$19,994.38 with warrants 7258 through 7268.
- **Capital Project bills** for \$9,642.50 with warrants 792 through 792.
- **Payroll Fund bills** for \$247,285.46 with warrants 80204 through 80219 and \$1,091,408.97 by direct deposit.

**VI. CALENDAR OF EVENTS:** David reviewed the upcoming district dates. The November 3<sup>rd</sup> AM meeting will be at Marcus Whitman, the evening meeting on the 18<sup>th</sup> is at Tieton. There is no school on Veterans’ Day, the Thanksgiving holiday and the Native American Heritage Day.

**VII. ADJOURNMENT**

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

\_\_\_\_\_

Chair

\_\_\_\_\_

Secretary