

Highland School District #203
HMS/HHS Library
Tuesday, December 16, 2025

The **December 16, 2025, Regular Board Meeting** was called to order by Chair David Barnes at 7:00 pm. He reminded those present that the meeting is being recorded.

A. PRESENT: Other Board members Lupita Flores, Kerry Jones, Carlos López and Cindy Reed, Superintendent Mindy Schultz, Director of Business & Operations Francis Badu, and Recording Secretary Julie Notman.

C. FLAG SALUTE was led by Kerry.

D. APPROVAL OF MINUTES: There were no questions about the minutes. Kerry moved, Carlos 2nd to approve the November 3, 2025, AM and the November 18, 2025, PM Meeting Minutes as presented; motion carried.

II. COMMUNICATIONS

A. Board Member Recognition – David Barnes: Mindy gave David a plaque, which he accepted with a short speech/thank-you, the board members shared their appreciation for his years of service and training when they were new to the board.

B. Public Comment: No public present, no public comment.

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

III. UNFINISHED BUSINESS

A. 2nd Reading of New and Revised Policies:

New: 3425 Accommodation of Students with Adrenal Insufficiency

Revised: 1630 Evaluation of the Superintendent

There were no questions, comments, nor concerns about these two policies. They will move to the 3rd Reading/Consent Agenda in January.

B. Band Fee Discussion: Francis: We had the discussion at the last meeting about revising the band fee from \$90 to \$150 annually, effective this school year. He will visit with John about how to inform parents. Cindy moved to accept the update band rental fee, Lupita 2nd; motion carried.

IV. NEW BUSINESS

A. Overnight Travel Request: 5th Grade Camp Ghormley: Francis and Mindy: This is the same trip as they took last year and everything is provided through a grant funded through AWSP. Last year we had about \$24k and we used about \$20K. The students had a very good time. The chance of the grant funds being available next year (2026-2027) is unlikely. Lupita moved, Kerry 2nd to approve the Overnight Travel Request, 5th Camp Ghormley; motion passed.

B. Districtwide Wireless System RFQ Award: Francis: We use E-Rate, a very good federal program that helps schools to fund tech purchases. We get a certain amount every five years and have used it to purchase some big things. This year we want to use it to update our wireless system which is about 10 years old and needs an upgrade. We advertised for bids because the amount is above the threshold (\$100K) where the board needs to approve awarding contracts. Board approval is an audit requirement when spending this much. We received five or six bids, and GovConnection had the best bid. Cindy moved, Carlos 2nd to approve awarding the contract to GovConnection for the update to our Districtwide Wireless System; motion carried.

C. Budget Status /Enrollment and Operations Report: Francis: At the end of November, we saw quite a bit of a dip in our GF, just over \$300K. This is part of the normal cycle, we should see it start to go up due to the way we are funded. CP is still chugging along. We ran into some issues [with the HS HVAC system] and put in a work order as some of the dampers are not working and MBI is working on that. Once done we can do the commissioning. Enrollment: We had a net loss of three, but overall we are still in pretty good shape. We carefully watch the FTE, as we planned for 934 and have 932, which is about \$20K less than we planned for.

D. Personnel Report: Mindy: The first one is a corrected November Personnel Report. One of our new hire paraprofessionals didn't have quite enough credits so had to start as a sub while completing the ETS tests. She will be done any day now working through the modules. The December Personnel Report has two retirements and the rest is mainly Extracurricular coaching staff including a MS Head Boys Soccer coach to replace Greg Wagner who resigned the position but is still doing HS. Kerry moved to approve the November 18, 2025, Corrected Personnel Report and the December 16, 2025, Personnel Report as presented, Cindy 2nd; motion carried.

E. Legislative Report: Cindy; Nothing to report but in another month they'll convene. Mindy, Lupita and Cindy attended the Legislative Breakfast. There were five representatives there. Mostly there were superintendents there who presented their concerns with stories to give a face to the issues.

V. FINANCE

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

- **General Fund bills** for \$235,655.76 with warrants 80341 through 80432.
- **ASB Fund bills** for \$38,142.93 with warrants 7277 through 7289.
- **Capital Project bills** for \$1,800.00 with warrants 796 through 796.
- **Payroll Fund bills** for \$281,725.02 with warrants 80323 through 80340 and \$954,218.49 by direct deposit.

VI. CALENDAR OF EVENTS: David reviewed the upcoming calendar dates. Carlos will be absent for the two meetings in January, the 5th and 20th but can attend via zoom to ensure we have a quorum.

VII. ADJOURNMENT

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

Chair

Secretary