

Highland School District #203
HMS/HHS Library
Tuesday, March 17 , 2026

The **March 17, 2026, Regular Board Meeting** was called to order by Acting Chair Carlos López at 7:00 pm. He reminded those present that the meeting is being recorded.

I. OPENING ITEMS

A. Present: Other Board members Kerry Jones and Craig Chronister, Superintendent Mindy Schultz, Director of Business & Operations Francis Badu, MWC Teachers Lisa Biddick and Bree Hoffee, Upward Bound Director Lisa Gredvig, and Recording Secretary Julie Notman. Board members Lupita Flores and Cindy Reed were absent.

C. Flag Salute was led by Kerry.

D. Approval of Minutes: There were no questions about the minutes. Kerry moved and Craig 2nd to approve the February 2, 2026, AM Board Meeting Minutes, February 12, 2026, Special Board Meeting Minutes, and the February 17, 2026, PM Meeting Minutes as presented; motion carried.

II. COMMUNICATIONS

A. Public Comment: None.

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

III. UNFINISHED BUSINESS

A. Consent Agenda

New: 4110 Citizen Advisory Committees and Task Force

Revised: 2106 Program Compliance

2108 Learning Assistance Program

Mindy explained policy 4110. Kerry moved to approve the Consent Agenda as presented, Craig 2nd; motion carried.

IV. NEW BUSINESS

A. Overnight Travel Request: Upward Bound – Civic Leadership Conference: Director of WSU Upward Bound, Lisa Gredvig: The grant that funds the Upward Bound program will run for only one more year so Lisa will check in with Mindy and [HHS Principal] Jeremy to see if they want the program to continue. Upward Bound helps first year [generation]/low-income high school students to be successful. Over a third of the students that are participating are in Running Start and are high achieving but need guidance to get through HS and into college. The program has metrics to meet and they have done so on an annual basis. This travel request is for a leadership conference in Aberdeen. The students in the group (one of which is an HHS student) will miss one day of school. Lisa explained the vetting process of the Upward Bound staff and the agenda for the trip. One activity will be to visit the capitol building in Olympia with activities to help the students find their own voice with the legislature. Other trips that are planned for this spring are to visit college campuses and are on Saturdays and not overnight. Craig moved to approve the Upward Bound Overnight Travel Request as presented, Kerry 2nd; motion carried.

B. 2026-2027 Proposed HSD Instructional Calendar: Mindy: Shared the recommended calendar, describing the start and end dates, intersession and conference weeks. Spring Break matches other districts' in the valley. She explained the snow and PD days at the end of the school year and the need to figure out how to do the behavior and academic screening of incoming kinders without

having the May intersession [or Kinder Camp]. There were no questions, so Kerry moved to accept the 2026-2027 HSD Instructional Calendar as presented, Craig 2nd; motion carried.

C. Fee Schedule Update: Mindy: the adult lunch price has been updated to match the OSPI CNS School Meal Program rate, determined by the NSLP Requirements and Materials webpage, which Director of Child Nutrition, Julie Milburn researched and calculated. The yearbook fee is reduced after advisor Aimee Hostetler helped students learn how to sell ads using real-world CTE business practices which then earned enough revenue to lower the sale price and still pay the publisher. Craig moved to approve the updated fee schedule as presented, Kerry 2nd; motion passed.

D. Building Condition Evaluation: Francis: Because building the new high school and remodel of the old high school to become the then new junior high had state funding, we must perform an annual building condition assessment, which must then be shared with the board. Each year we may do the assessment in-house and every five years it must be done professionally by an outside entity. This was not a five-year cycle but because ATS was already on site they assisted with this year's assessment. Although it is not required, we also assess MWC and TES so in two-three years from now when we go for state funding we can show that we've worked to maintain them. We had grants from Pacific Power for updating the exterior and gym lights and hope to get more grants to upgrade the interior lighting. We also would like to increase the number of surveillance cameras as there are areas that lack coverage.

E. Budget Status /Enrollment and Operations Report: Francis: We don't pay much attention to the ups and downs of the GF balance as it swings during the year due to how we receive allotments from the state. The GF ended February at \$1.4M, a bit higher than last year at this time, \$1.2M. This gives us confidence that we are tracking very well, but of course enrollment will have an impact. We hope to end the year meeting our projection of about \$2M. CP ended at \$1.3M, most [project] expenses are paid and we are getting ready for the track update. We have outstanding bonds we are paying but are confident we will be able to cover the debt and the [next] projects. Transportation is at \$277K. We have received the bill for the new bus but it hasn't arrived yet. Once it is here, we will make that payment and that will drop that balance. We are starting work on the [2026-2027] budget. Enrollment: We had a net loss of one FTE, making our average FTE 930. We budgeted for 934 so that is pretty close.

F. Personnel Report: Mindy: We have hired Patrick Timme for the Executive Director of Business & Operations position. He will come a couple of times to work/train with Francis in March and April, start full time in May and June, and take over the position July 1. There is one PFML request, we filled the open para position, and are posting for an in-person SLP to replace the current online contract. There are many coaching positions listed for spring sports plus posted openings for next year's seasons. Kerry moved to approve the March 2026 Personnel Report as presented, Craig 2nd; motion carried.

G. Legislative Report: Mindy: We were told we'd have a 25% cut to TK but it is going to be a bit more. We will see what the cut looks like when they figure out how they are going to allot the slots. Last year we didn't find out until May.

V. FINANCE

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

- **General Fund bills** for \$262,875.17 with warrants 80638 through 80721.
- **ASB Fund bills** for \$6,387.21 with warrants 7302 through 7309.
- **Capital Project bills** for \$42,198.00 with warrants 799 through 799.
- **Payroll Fund bills** for \$295,840.25 with warrants 80722 through 80739 and \$983,406.23 by direct deposit.

VI. CALENDAR OF EVENTS: Carlos reviewed upcoming dates. Due to schedule conflicts, the board agreed to move the April AM meeting to the 17th.

VII. ADJOURNMENT

There being no further business, Acting Chair Carlos López adjourned the meeting at 7:29 p.m.

Chair

Secretary