

**Highland School District #203**  
**MWC Library**  
**Thursday, April 23, 2026**

The **April 23, 2026, Special Board Meeting** was called to order by Chair Lupita Flores at 7:00 pm. She reminded those present that the meeting is being recorded.

**I. OPENING ITEMS**

- A. Present:** Board members Craig Chronister, Kerry Jones, Carlos López, and Cindy Reed, Superintendent Mindy Schultz, Director of Business & Operations Francis Badu, MWC Principal Andrea Wickenhagen, MWC Teachers Lisa Biddick, Bree Hoffee, Yoanna Martinez, Karina Ponce, and Sandra Zugner, HMS Principal Don Strother, HHS Teacher Teresa Brooks, Director of Special Ed and SEL Courtney Sund, retired Payroll Manager Roberta Harris, State Auditor Pat McCarthy, Asst. Janel Roper, Yakima Area Auditors Mandy Wilson and Neyda Flores, and Recording Secretary Julie Notman.
- C. Flag Salute** was led by Cindy.
- D. Approval of Minutes:** There were no questions about the minutes. Carlos moved and Kerry 2<sup>nd</sup> to approve the March 2, 2026, AM Board Meeting Minutes, and the March 17, 2026, PM Meeting Minutes as presented; motion carried.

**II. COMMUNICATIONS**

- A. Washington State Auditor's Stewardship Award:** Washington State Auditor, Pat McCarthy, thanked the board for the time change and introduced her staff, saying what an honor it was to be here. She explained that the state governs over 2300 entities of all sizes with 500 auditor offices all over the state. Since 2015 only 16 of the 295-plus school districts have received this stewardship award. She lauded Francis as the strong backbone in our organization and recognized his accountability, efficiency, and transparency, pointing out that he maintains appropriate segregation of duties safeguarding public resources, and collaborates with the auditors to facilitate a smooth process. Pat presented Francis with a special letter and certificate for the district. He gave a short acceptance speech acknowledging collaboration of district personnel. Pictures were taken and the four auditors left the meeting at 5:10 pm.
- B. Transitional Kindergarten Presentation:** MWC Principal Andrea Wickenhagen shared a PowerPoint presentation, explaining the history of TK at MWC and the importance it has for readying preschoolers for kindergarten. She explained data charts that showed the increase in growth in cognition, language, literacy, math, and SEL so students enter kindergarten with the skills to meet kinder standards. The three TK teachers shared specific areas of learning. Mrs. Ponce explained about using manipulatives to learn letters, Mrs. Zugner explained about SEL, learning how to handle emotions, set boundaries, read facial cues, and impulse control. Mrs. Martinez shared about language supports, utilizing smalls groups that focus on vocab with picture cards that have both English and Spanish, and how they recognize all cultures, so students feel seen and understood. Andi mentioned that Highland met state criteria and qualified for funding for all 54 spots for the 2026-2027 school year.
- C. Public Comment:** None.
- D. Admin Board Reports:** The Board members had read the reports, there were no questions nor comments.

**III. UNFINISHED BUSINESS**

- A. 2<sup>nd</sup> Reading of Revised Policies**

3414 Infectious Diseases  
3424 Opioid Related Overdose Reversal  
5004 Infection Control Program

There were no comments nor concerns. Policies will move to the Consent Agenda.

#### **IV. NEW BUSINESS**

**A. Overnight Travel Request: FFA State** Six students and one chaperone will go to state at WSU. Cindy moved, Kerry 2<sup>nd</sup> to approve the FFA State Overnight Travel Request; motion carried.

**B. Overnight Travel Request: Lilac Parade** The marching band attends a parade event each year. Seventy students and several chaperones will go to Spokane for the Lilac Parade. Kerry moved, Cindy 2<sup>nd</sup> to approve the Lilac Parade Overnight Travel Request; motion carried.

#### **C. 1<sup>st</sup> Reading of New and/or Revised Policies**

Revised: 6220 Bid or Request for Proposed Requirements

There were no questions. Policy moves to 2<sup>nd</sup> Reading.

**D. Budget Status /Enrollment and Operations Report:** Francis: The GF was \$1.292M at the end of March, \$22K behind last year at the same time. We should come pretty close to where we had estimated to be. CP \$1.3M: the HVAC work is done and tomorrow work on the track will begin. That cost is estimated at \$700K with contingencies. Money will come in from the levy/tax payments at the same time as going out to pay for this work. Debt Service-still there for our next project. ASB is matching our expenses. Transportation is \$226K. With the money remaining paying for the recent new bus and the [transportation funding] that will come in at the end of this year, we hope to be able to buy another one. Enrollment: We lost four more students than we gained. The key is the actual FTE: we budgeted for 934 and are at 929, so five less which is about \$75K less funding. We are closer [in our estimate] this year than last.

**E. Personnel Report:** Mindy: We have one resignation, a change in a retirement date, some medical leave requests. We will post and hire later in the year for a custodial position. We still hope to hire an SLP and OT so we don't have to contract out those positions. There are still some coaching positions to fill for next school year. Carlos moved, Cindy 2<sup>nd</sup> to approve the April 2026 Personnel Report as presented; motion carried.

**F. Legislative Report:** Cindy: Nothing to report.

#### **V. FINANCE**

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

- **General Fund bills** for \$313,369.97 with warrants 80740 through 80832.
- **ASB Fund bills** for \$5,540.74 with warrants 7310 through 7316.
- **Capital Project bills** for \$58,594.52 with warrants 800 through 801.
- **Transportation bills** for \$226,304.01 with warrants 35 through 35.
- **Payroll Fund bills** for \$251,806.82 with warrants 80833 through 80848 and \$961,482.49 by direct deposit.

**VI. CALENDAR OF EVENTS:** Lupita reviewed upcoming dates.

#### **VII. ADJOURNMENT**

There being no further business, Chair Lupita Flores adjourned the meeting at 5:42 p.m.

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Chair

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Secretary