Highland School District #203
Public Hearing & PM Board Meeting
HMS/HHS Library
Tuesday, June 16, 2026

The **June 16, 2026, Public Hearing** was convened by Board Chair Lupita Flores at 7:02 pm. There were no questions by those present.

The **PM Regular Board Meeting** was then called to order by Lupita at 7:03 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, Incoming Executive Director of Business & Operations Patrick Timme, MWC Teachers Lisa Biddick and Bree Hoffee, Yakima Herald Republic Education Reporter Alexander Banks, and Recording Secretary Julie Notman.

C. **Flag Salute** was led by Kerry.

D. **Approval of Minutes**: Lupita mentioned one typo in the May 19 minutes. Kerry moved and Carlos 2nd to approve the May 4, 2026, AM and May 19, 2026, PM Board Meeting Minutes as presented with the correction; motion carried.

II. COMMUNICATIONS

A. **Public Comment**: MWC teacher Lisa Biddick shared comments she and other teachers heard at the MWC Field Day about the condition of the fields at MWC**.** The grass is dead and it has been like this for a couple of years. Parents are getting upset and feel it reflects a lack of pride in our elementary school. Mindy and Francis shared that broken and breaking pipes are an ongoing problem due to the age of the irrigation system and breaks are being addressed as each breakage occurs throughout the district.

B. **Admin Board Reports**: The Board members had read the reports, there were no questions nor comments. Lupita advised the board to reach out to any admin if questions arise.

III. UNFINISHED BUSINESS

A. **Self-Appraisal of the Board 2025-2026**: The appraisal was conducted at the June 1, 2026, AM meeting. There were no further comments nor questions. Cindy moved, Carlos 2nd to approve the Self Appraisal of the Board 2025-2026 as presented, motion carried.

B. **District Goals 2026-2027**: The District Goals were reviewed and agreed upon at the June 1, 2026, AM meeting. There were no further comments nor questions. Carlos moved, Kerry 2nd, to approve the District Goals 2026-2027 as presented, motion carried.

C. **Consent Agenda**

New: 2140 Comprehensive School Counseling Program
Revised: 3220 Freedom of Expression
5010 Nondiscrimination and Affirmative Action

After verifying that this was not the initial reading of these policies, Kerry moved to approve the Consent Agenda as presented, Craig 2nd; motion carried.

IV. NEW BUSINESS

A. **Overnight Travel Request-CWU Migrant HS Leadership Event**: Mindy reminded the Board of the Migrant presentation at the June 1 AM meeting. This is the formal request for the students to attend the event. Cindy moved, Carlos 2nd, to approve the CWU Migrant HS Leadership Event Overnight Travel Request as presented; motion carried.

B. **Overnight Travel Request-Camp Rio-Migrant MS Leadership Camp**: Mindy reminded the board that this was also covered in the Board of the Migrant presentation at the June 1, AM meeting. This is the formal request for the students to attend the event. Kerry moved, Craig 2nd, to approve the CWU Migrant HS Leadership Event Overnight Travel Request as presented; motion carried.

C. **Overnight Travel Request-HS Girls Soccer**: Mindy explained that the process for staying at a commercial establishment that is not a motel has been updated. The new process involves going over a safety plan to ensure an adequate facility and accommodation for the students and chaperones. The new procedure was followed for the HS Girls Soccer team to stay at an Airbnb in Westport in September when they go there for a soccer competition. Carlos moved, Kerry 2nd to approve the HS Girls Soccer Overnight Travel Request as presented; motion carried.

D. **2026-2027 Produce Products Contract**: Francis: We advertised for bids for Food Service produce products and received only one bid, from Waldman's Produce. We have worked with them in the past and they have been very, very reliable. We also are a part of a co-op with West Valley School District where we can buy produce but we reserve the right to look at pricing and buy where it is favorable. Cindy moved, Carlos 2nd to approve Waldman's Produce for the 2026-2027 Produce Products Contract; motion carried.

E. **Resolution 3-25 Adoption for the 2026-2027 Budget**: Francis: The attachments show the regular 2026-2027 proposed budget and a four-year budget projection. We have had several discussions on this. We made a minor tweak after reviewing and to match with numbers from OSPI. The projected overall fund balance is slightly lower, at 9.41%. The last attachment is about the MSOC (Materials, Supplied, Operational Costs), which is about anything unrelated to payroll. About eight-nine years ago, the State wanted to see how much a district plans to spend on MSOC and how much they actually spend and if the allocation is higher than the cost, the district has to show how the excess is used to improve student achievement. Based on the projected allocation based on our enrollment we are getting $1.41M, but are projected to spend almost $2.1M. It is one of the items we are pushing to the state that we need more MSOC funding to cover our books, grounds and maintenance. The shortfall has to be addressed. Carlos moved, Cindy 2nd to approve Resolution No. 3-25 Adoption for the 2026-207 Budget; motion carried.

F. **Resolution No. 4-25 Authorizing Appointment of Investment Officers**: This is an annual resolution which gives authority to new Executive Director of Business & Operations Patrick Timme and Superintendent Mindy Schultz to review the books, to make sure that checks are issued correctly, to invest extra money when we have it, and to sign documents and checks. Kerry moved, Cindy 2nd to approve Resolution No. 4-25 Authorizing Appointment of Investment Officers as presented; motion carried.

G. **Resolution No. 5-25 Transfer of Funds-CP to DSF-November 2026**:

H. **Resolution No. 6-26 Transfer of Funds-GF to DSF-November 2026**:

I. **Resolution No. 7-25 Transfer of Funds-CP to DSF-May 2027**:

J. **Resolution No. 8-25 Transfer of Funds-GF to DSF-May 2027**: Francis: These four resolutions, No. 5-25 through 8-25 are for the transfer of money related to the 2023 Capital Levy. We borrowed money to be able to complete capital projects and then pay it back as we receive the money from the county levy collections each year. We transfer the funds from Capital Projects Fund to Debt Service Fund to make the payments. The interest for the loan cannot be paid from the levy collection but must be paid from the General Fund so that transfer is also made to the Debt Service Fund. Payments are made twice a year. There were no questions about the resolutions. Kerry moved, Cindy 2nd to approve Resolution No. 5-25 Transfer of Funds-CP to DSF-November 2026, No. 6-26 Transfer of Funds-GF to DSF-November 2026, No. 7-25 Transfer of Funds-CP to DSF-May 2027 and No. 8-25 Transfer of Funds-GF to DSF-May 2027 as presented; motion carried.

K. **Resolution No. 9-25 Surplus Sale 2026**: Francis: We skipped this process the last couple of years and unused items are piling up. We have old textbooks, broken IT equipment, and a bus among a few various other items as seen on the list. Kerry moved, Craig 2nd; to approve Resolution No. 9-25 Surplus Sale 2026 as presented; motion carried.

L. **Budget Status/Enrollment and Operations Report**: Francis: This is where we stood at the end of May. We are about $50-$60K behind last year, so tracking very well considering that we are down 34-35 [student] FTEs. We hope to end at $2.2 M, considering the fact that enrollment is going down. CP-we collected the levy money but it will go right back out. Debt service will pay down our debt. Transportation: we are down to $53K because we bought a bus. We have one on order that will be paid for with our next allocation at the end of August, so we can build depreciation. Enrollment: We are down two more this month. Final FTE was 928, we budgeted for 934, so six less, which is better than the 34-35 last year.

M. **Personnel Report**: Mindy: As you can see we’ve had some movement. The MS PE and K-2 teacher positions were filled internally. Current positions we have open are HS Math and ELA, both .6 FTE positions, HS PE, MS History and a Special Ed position at MWC, plus a variety of para-ed positions all of which we hope to have filled and on the July Personnel Report. Also on this report are the agreements with HEA and PSE, with the adjustments to their salary schedules. There are a number of coaching positions filled and some still open. There are a couple of paid family medical leave/long-term substitute positions open for the fall that we plan to fill in August as filling them now risks the person declining later if they get a regular job. Cindy moved, Carlos 2nd to approve the June 16, 2026, Personnel Report as presented; motion carried.

N. **Legislative Report**: Cindy: Nothing for now.

V. FINANCE

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

- **General Fund bills** for $250,452.98 with warrants 80966 through 81046.
- **ASB Fund bills** for $17,196.24 with warrants 7329 through 7339.
- **Capital Project bills** for $256,973.20 with warrants 804 through 804.
- **Payroll Fund bills** for $366,440.52 with warrants 81047 through 81062 and $968,338.13 by direct deposit.

VI. CALENDAR OF EVENTS: Lupita read the dates of upcoming events. There is an AM meeting on July 6th.

VII. ADJOURNMENT

There being no further business, Chair Lupita Flores adjourned the meeting at 7:25 p.m.

________________________ Chair

________________________ Secretary