Highland School District #203
PM Board Meeting Minutes
HMS/HHS Library
Tuesday, July 21, 2026

The **July 21, 2026, Regular 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 and Cindy Reed, Superintendent Mindy Schultz, Executive Director of Business & Operations Patrick Timme, MWC Teachers Lisa Biddick and Bree Hoffee, and Recording Secretary Julie Notman. Board members Kerry Jones and Carlos López were absent.

C. Flag Salute was led by Cindy.

D. Approval of Minutes: There were no additions nor corrections to the minutes. Craig moved and Cindy 2nd to approve the June 1, 2026, AM Meeting Minutes and June 16, 2026, Public Hearing and PM Board Meeting Minutes as presented; motion carried.

II. COMMUNICATIONS

A. **Public Comment**: MWC teacher Lisa Biddick expressed appreciation that the grounds at MWC are green again and look great.

B. **Department of Commerce: Grant Award**: Patrick: The Department of Commerce awarded Highland with a Clean Building grant on which we have signed a contract to upgrade lighting in the buildings. Targeted completion dates are May 1 and June 30.

III. UNFINISHED BUSINESS

A. **2026-2027 Fee Schedule Update**: Mindy: This is the proposed addition to the district fee schedule to include replacement fees for those student athletes that damage or don't return district-issued athletic equipment: jerseys/uniforms, balls/gloves etc. The fee schedule is also listed on the Athletic Code that is given to all student-athletes and their parents, for which a signature confirming that they have read it is required. Cindy moved to approve the proposed fee schedule and updated Athletic Code, Craig 2nd; motion carried.

B. **Overnight Travel Request: Girls XC Camp**: Mindy: There are six HS Cross-Country girls going to a XC Camp up at Bumping River Retreat, Goose Prairie. The XC ASB Club is paying for the camp. Craig moved and Cindy 2nd to approve the Overnight Travel Request: Girls XC Camp; motion carried.

C. **2nd Reading of new and/or revised Policies**

Revised: 5011 Sexual Harassment of District Staff Prohibited: There were no questions regarding the revised policy. It moves to the Consent Agenda.

IV. NEW BUSINESS

A. **Budget Status and Operations Report**: Patrick: The GF ended June with $200K over last year at the same time at $1.2M. The track is completed and paid for, so CP is down to $1.2M. Debt Service is up as we collect funds in preparation for making payments later in the school year. ASB is down $20K from a year ago and Transportation at $53K will increase when we receive our allocation and then we plan to buy another bus.

B. **Personnel Report**: Mindy: There is a correction on the February 17, 2026, PR to include the omitted AD stipend. This month's report has the para and teacher hires for the 2026-27 school year. All para positions are now filled but depending on funding and what student needs come up we may post for more. Five teachers (Olivia Berreman, Teresa Brooks, Vanessa Jones, Christopher

O'Brine, and Gary Packard) will be teaching out of endorsement in one or more subject areas and will do so with a mutually agreed upon plan for working toward obtaining the needed endorsement and with a conditional certificate if one is necessary. The HAG agreement is updated with the correct IPD, and some coaching positions have been filled but several remain open. Cindy moved to approve the corrected February 17, 2026, Personnel Report, and the July 21, 2026, Personnel Report, including the five teachers teaching out of endorsement, as presented, Craig 2nd; motion carried.

C. Legislative Report: Cindy: Nothing for now.

V. FINANCE

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

- **General Fund bills** for $261,254.26 with warrants 81063 through 81146.
- **ASB Fund bills** for $12,731.49 with warrants 7340 through 7348.
- **Capital Project bills** for $538,842.96 with warrants 805 through 806.
- **Payroll Fund bills** for $242,669.61 with warrants 81147 through 81159 and $1,099,214.61 by direct deposit.

VI. CALENDAR OF EVENTS: Lupita read the dates of upcoming events. AM meeting on August 3, PM meeting on Aug. 18, staff PD Aug. 17-21, and first day of classes Monday, Aug. 24.

VII. ADJOURNMENT

There being no further business, Chair Lupita Flores adjourned the meeting at 7:08 p.m.

____________________________ Chair

____________________________ Secretary