

Highland Community Schools  
Board of Directors Meeting  
Monday, December 9, 2019  
6:00 p.m. – High School Board Room

The meeting was called to order at 6:02 p.m. by President Nate Robinson.

Roll call was taken with Sam Holden, Kevin Engel, Megan Allen, Rachel Longbine, Mike Golden, Kathy Butler and Nate Robinson present. Also in attendance were Ken Crawford, Superintendent, Angela Hazelett, Secondary Principal, Jane O’Leary, Elementary Principal and Sue Rich, Board Secretary.

Longbine made a motion to approve the agenda, as presented. Seconded by Golden.

Motion carried 7-0

Consent Agenda Items:

**Minutes:** Approval of the November 19, 2019 special meeting minutes.

Approval of the December 2, 2019 special meeting minutes.

**Financial Reports:** Approval of the November financial reports.

**Payment of Bills:** Approval of the following December bills.

General Fund - \$20,394.83

General Fund Prepaid - \$3,023.80

PPEL/SAVE Fund - \$51,099.11

Activity Fund - \$9,186.46

Activity Fund Prepaid - \$1,066.90

Lunch Fund - \$7,536.76

Lunch Fund Prepaid - \$661.54

Insurance Fund - \$1,245.00

**School Fund Raisers:** High School Student Council/Jr Class

Hurts Donuts Sales

Longbine made a motion to approve the consent agenda. Seconded by Butler.

Motion carried 5-0

Allen & Robinson abstained

Receive Visitors: Cindy Michel of Hills Bank presented the Classroom Cash check to President Robinson in the amount of \$1,302.55. The total amount donated to date for the Classroom Cash is \$28,890.56.

Molly Zywiec and Cindy Conrad, National Honor Society Sponsors, along with NHS members Charlie Aicher and Issac Black updated the board on what has been happening this year with National Honor Society. There have been officer elections, visits to the senior villages, project ideas and committees formed to name a few. Some upcoming fundraisers were discussed and the blood drive as well as the induction of new members to take place in February this year.

Sonya Stanerson, Rebeca Yoder, Danielle Kennedy and Janelle Sulhoff gave a presentation on trauma responsiveness. They attended a conference on this in Ankeny presented by Danielle Theis. An Adverse Childhood Experience (ACE) questionnaire was handed out for the board to fill out to see what some of the causes of trauma may be. What flight, fight or freeze looks like in the classroom was also discussed as well as how behaviors communicate everything. They all stated they would like to have this speaker come to our district and give this presentation to all staff.

Gina Trower spoke about the Pollinator grant which would be a grant for \$1,000 to raise 5 species of native flowers in the greenhouse and then plant them around the community. There is also professional development included with this grant and 28 activities for students to do as classroom activities.

Longbine made a motion to approve moving forward with the application for the Pollinator grant. Seconded by Engel.

Motion carried 7-0

Matt Wildman with HR Green gave an update on the Wastewater Treatment System facility plan. He stated the soil samples were taken for the possible drain field and they did not come out very well plus because of this the cost for a drain field became way higher. This put the packaged mechanical plant and the SAGR back as the top choices with Wildman recommending the SAGR. The next steps are to submit the facility plan to the DNR at which point they will assign a project manager and then an initiation meeting will be set up.

Golden made a motion to approve the Facility Plan for the Wastewater Treatment System and submit it to the DNR. Seconded by Holden.

Motion carried 7-0

Longbine made a motion to approve the early retirement package for certified staff. Seconded by Butler.

Motion carried 7-0

Engel made a motion to approve the early retirement package for classified staff. Seconded by Longbine.

Motion carried 7-0

Longbine made a motion to approve the contract with Design Engineers for the HVAC, Fine Arts construction and storage improvements. Seconded by Golden.

Motion carried 7-0

Golden made a motion to approve the contract with MMS Consultants for construction of the Highland Elementary playground. Seconded by Longbine.

Motion carried 7-0

Mr Crawford went over the SIAC notes from the meeting on 11/14/19. The discussion was about Highland CTE programs and how some of the middle school exploratory classes work right in to these CTE programs. In 8<sup>th</sup> grade students will begin work on planning your adventure to see what career path they would like to take. This shift will show us starting to become a much stronger district. Butler stated she would like to see more people attend the SIAC meetings to give feedback.

Mr Crawford went over board policies 400 – Role of and Guiding Principals for Employees, 401.1 – Equal Employment Opportunity, 401.2 – Employee Conflict of Interest, 401.3 – Nepotism, 401.4 – Employee Complaints, 401.5 – Employee Records, 401.5R – Employee Records Regulation, 401.6 – Limitations to Employment References, 401.7 – Employee Travel Compensation, 401.8 – Recognition for Service of Employees, 401.9 – Employee Political Activity. These policies will be brought back to the next meeting for the second reading.

There were no second readings of policy.

Golden made a motion to approve the following resignation. Seconded by Allen.

Motion carried 7-0

Resignations:

Carla Trees – TLC Building Leadership Team Member-Effective Spring Semester 2020

Board of Directors:

- 1) Megan Allen stated Ms Kallaus and Mr Haymond and 2 students went to a debate competition over the weekend to observe.
- 2) Mike Golden stated a lot of things happened with the gym roof in a short amount of time and wanted to thank all those involved including all the community support.

Jane O’Leary, Elementary Principal:

- 1) Excited about trauma team that presented tonight. All very good information.
- 2) Currently 10 students in check in/check out and almost all are meeting their goals.
- 3) Additional information in the principal report that was sent out earlier.

Angela Hazelett, Secondary Principal:

- 1) Possible girls wrestling tournament here in January.
- 2) Starting to work on the break down of the ISASP testing.
- 3) Attended the regional principal’s meeting on Dec 4<sup>th</sup>. Really enjoy these and get a lot out of them.
- 4) Additional information in the principal report in board packet.

Sue Rich, Board Secretary:

- 1) Working with Mrs Trower and Dr Jorgensen on submitting a federal grant. Lots of paperwork to do.
- 2) Working with the auditor on final audit paperwork to have by December 18<sup>th</sup> to be put in the official statement for the bond bids.

Ken Crawford, Superintendent

- 1) Went through board agenda and highlighted what board goals each agenda item represented.

There will be a work session/special meeting on Monday, December 16, 2019 at 5:30 pm in the high school board room.

The next regular board meeting is scheduled for Monday, January 13, 2020 at 6:00 p.m. in the high school board room.

Golden made a motion to adjourn at 8:28 p.m. Seconded by Engel.

Motion carried 7-0

Reports and documents and the full text of motions, resolutions, or policies considered by the Board at this meeting are on file in the Board Secretary's office, 648-3822, Monday through Friday, 9:00 a.m. to 4:00 p.m.

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PRESIDENT, NATE ROBINSON

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SECRETARY, SUE E RICH