

Highland Community Schools  
Board of Directors Meeting  
Monday, January 13, 2020  
6:00 p.m. – High School Board Room

The meeting was called to order at 6:00 p.m. by President Nate Robinson.

Roll call was taken with Mike Golden, Kathy Butler, Rachel Longbine, Samantha Holden, Megan Allen, Kevin Engel and Nate Robinson present. Also in attendance were Ken Crawford, Superintendent, Jane O’Leary, Elementary Principal, Angela Hazelett, Secondary 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 December 9, 2019 regular meeting minutes.  
Approval of the December 16, 2019 special meeting minutes.

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

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

General Fund - \$447,768.88  
Prepaid General Fund - \$19,056.68  
Schoolhouse Fund - \$200,594.17  
Activity Fund - \$9,963.09  
Prepaid Activity Fund - \$11,084.37  
Lunch Fund - \$11,856.46  
Insurance Fund - \$1,260.00  
Prepaid Management Fund - \$1,000.00

**School Fundraisers:** High School Student Council – Valentine’s Day Flower Sale

Golden made a motion to approve the items on the consent agenda. Seconded by Holden.

Motion carried 7-0

Receive Visitors: None

Michelle McCarthy, 2<sup>nd</sup> grade teacher at Highland Elementary gave a presentation on flexible seating which she uses in her non-traditional classroom. The flexible seating includes high tables with stools or students can stand at the table, rocking chairs, beach chairs, bouncy balls among others. The students get to choose what kind of seat they want to sit in. McCarthy stated the seats are comfortable, help with collaboration and sensory input and are just fun. She also stated you must have good classroom management skills to be able to do this in your classroom. She has had the flexible seating now for 8 years.

Golden made a motion to sell the used bus for \$3,251 to Dan Woodward-Marion Avenue Baptist Church, adjustable weight benches to Dan Robertson for \$40 (first choice), Tony Slaymaker for \$30 (second choice), Derick Ball for \$25 (third choice), adjustable platform for \$10 to Dan Robertson, dual weight rack for \$145 to Dan Robertson, glute ham for \$55 to Dan Robertson and to dispose of all other equipment not bid upon. Seconded by Longbine.

Motion carried 7-0

Longbine moved to approve the request to the School Budget Review committee for Modified Supplemental Amount and Supplemental Aid for the 2020-2021 Dropout Prevention Program in the amount of \$149,513 for expenditures necessary to implement the 2020-2021 at risk and dropout prevention program. Seconded by Engel.

Motion carried 7-0

Engel made a motion to set a public hearing for Monday, February 10, 2020 at 5:30 pm for the purpose of hearing or receiving any objections to the proposed plans, specs, form of contract and proposed cost for the high school/middle school HVAC and storage improvements. Seconded by Golden.

Motion carried 7-0

Longbine made a motion to set a public hearing for Monday, February 10, 2020 at 5:45 pm for the purpose of hearing or receiving any objections to the proposed plans, specs form of contract and estimated cost for the elementary playground renovation project. Seconded by Butler.

Motion carried 7-0

Golden made a motion to adopt the resolution directing the advertisement for sale of not to exceed \$3,700,000 general obligation school bonds, Series 2020, approving electronic bidding procedures and approving official statement. Seconded by Allen. **Roll Call Vote-All Ayes.**

Motion carried 7-0

Angela Hazelett, Secondary Principal and Jane O'Leary, Elementary Principal spoke about the ISASP scores from the spring of 2019. They showed several graphs and spoke about what the data meant and how they felt it went for the first year. The level of rigor the students have is a concern. This will be talked about more in depth at a work session.

Mr Crawford discussed the first reading of the following board policies 401.10-Credit Cards, 401.11-Employee Orientation, 401.13R1-Staff Technology Use/Social Networking Regulation, 402.1-Release of Credit Information, 402.2-Child Abuse Reporting, 402.2E1-Report of Suspected Child Abuse form, 402.2R1-Child Abuse Reporting Regulation, 402.3-Abuse of Students by School District Employees, 402.3E1-Complaint of Injury to or Abuse of a Student by a School Employee form, 402.3E2-Level One Investigation Report form, 402.3R1-Abuse of Students by School District Employees Regulation, 402.4-Gifts to Employees, 402.6-Employee Outside Employment. These will be brought back to the next meeting for the 2<sup>nd</sup> reading.

Engel made a motion to approve board policies 400, 401.1, 401.2, 401.3, 401.4, 401.5, 401.5R, 401.6, 401.7, 401.8, 401.9. Seconded by Golden.

Motion carried 7-0

- 400 – Role of and Guiding Principles 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

Golden made a motion to approve the below resignations and appointment. Seconded by Butler.

Motion carried 7-0

Resignations:

Michael Kurtz – HS/MS Night Custodian  
Mark Thompson – Route Bus Driver

Appointments:

Cindy Conrad – TLC Building Leadership Team Member

Board of Directors

- Kevin Engel congratulated Zach Lasek on being named player of the week
- Kathy Butler stated the Robotics Championship is in Ottumwa on January 25<sup>th</sup>.
- Megan Allen stated speech contest is in Lone Tree on January 25<sup>th</sup>.

Angela Hazelett, Secondary Principal

- BLT team will work on ISASP results and plans going forward
- Cindy Conrad will be a good asset to BLT and thank you to Carla Trees
- Additional information in the principal report in the board packet

Jane O’Leary, Elementary Principal

- Sending a team of teachers to Plain Talk conference at the end of January in New Orleans.
- Staff acted out a play on December 20<sup>th</sup> entitled Brain Land. Lots of fun.
- Additional information in the principal report that was sent out earlier.

Student Representative, Report given by Mrs Hazelett as student could not attend.

- Food drive brought in 600 lbs of food
- Candy bar sales were held
- Entry way decorations, ugly sweater day, dress up days and caroling all in December
- Appreciation gifts to secondary staff

Sue Rich, Board Secretary

- FY19 Audit Report handed out to board. Kay Chapman will be at the work session on January 27<sup>th</sup> to discuss this.
- Day on the Hill is scheduled for January 28th from 9-4:30 if anyone is interested in going.

Ken Crawford, Superintendent

- ISASP information given was very good.
- Brain Land play at the elementary was very good.
- Knee deep in construction and bond stuff.

A work session will be held on Monday, January 27, 2020 at 5:30 pm in the high school board room.

The next regular board meeting is scheduled for Monday, February 10, 2020 at 6:00 p.m. in the high school board room. The public hearings will be held at 5:30 and 5:45 pm that night.

Longbine made a motion to adjourn at 7:40 p.m. Seconded by Allen.

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