

Highland Community Schools
Board of Directors Meeting
Monday, February 10, 2020
6:00 p.m. – High School Board Room

Roll call was taken with Rachel Longbine, Mike Golden, Kevin Engel, Samantha Holden, Megan Allen, Kathy Butler and Nate Robinson present.

5:30 p.m. – The Board held a public hearing for the purpose of hearing comments, both for and against, the proposed plans, specifications and form of contract for the Highland Elementary playground renovation project.

No one signed in to speak and there were no public comments. The public hearing was closed at 5:40 p.m.

5:45 p.m. – The Board held a public hearing for the purpose of hearing comments, both for and against, the proposed plans, specifications and form of contract for the high school/middle school HVAC and storage improvements project.

No one signed in to speak and there were no public comments. The public hearing was closed at 5:57 p.m.

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

Roll call was taken with Samantha Holden, Mike Golden, Kathy Butler, Rachel Longbine, Kevin Engel, Megan Allen 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.

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

Motion carried 7-0

Consent Agenda Items:

Minutes: Approval of the January 13, 2020 regular meeting minutes.
Approval of the January 27, 2020 work session and special meeting minutes

Financial Reports: Approval of the January financial reports.

Payment of Bills: Approval of the following February bills.

- General Fund - \$108,173.27
- Prepaid General Fund - \$9,818.42
- Schoolhouse Fund - \$132,238.81
- Prepaid Schoolhouse Fund - \$15,938.22
- Activity Fund - \$5,130.44
- Prepaid Activity Fund - \$2,510.00
- Lunch Fund - \$13,325.04

School Fundraisers: None

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

Motion carried 6-0
Robinson abstained

Receive Visitors: None

Tim Oswald, financial advisor from Piper Sandler reviewed the bond bids received earlier in the day and stated 6 companies had put in bids and the interest rates were very favorable on the bids. His recommendation was to go with UMB Bank NA, Kansas City, MO and Hills Bank and Trust Company, Hills IA with an interest rate of 1.443262%.

Golden made a motion to approve the resolution directing the sale of \$3,700,000 general obligation school bonds, series 2020. Seconded by Engel. **Roll Call Vote – All Ayes.**

Motion carried 7-0

Janelle Sulhoff, Misty Soukup and Janice Thomann spoke about the Plain Talk Literacy Conference they attended in New Orleans. There were over 2000 educators there representing 44 states. They believe they were the only ones from Iowa. They were able to hear many highly recognized speakers and felt they brought back many new great ideas. One of the first things they are putting in to place is a new lesson plan template that each teacher will turn in weekly to Mrs O’Leary. O’Leary stated she was appreciative for the opportunity to be able to go with these teachers and is excited to move forward with all the new information they were able to learn about at the conference.

Longbine made a motion to approve the bid from J Harding Inc of Iowa City for the Highland Elementary playground renovation project in the amount of \$388,000 with alternate #1 in the amount of \$2,600 and unit price #1 of \$72/cubic yard. Seconded by Butler. **Roll Call Vote – All Ayes.**

Motion carried 7-0

Engel made a motion to approve the bid from Peak Construction of North Liberty for the high school and middle school HVAC and storage improvements project in the amount of \$1,886,000 with either alternate #1a in the amount of \$80,100 or #1b in the amount of \$65,100 and alternate #2 in the amount of \$57,500 and alternate #3 in the amount of \$71,200 and alternate #4 in the amount of \$50,200. Seconded by Longbine. **Roll Call Vote – All Ayes.**

Motion carried 7-0

Mr Crawford went over changes on board policies 403.1 – Employee Physical Examinations, 403.2 – Employee Injury on the Job, 403.3 – Communicable Diseases – Employees, 403.3E1 – Hepatitis B Vaccine Information and Record, 403.3R – Universal Precautions Regulation, 403.4 – Hazardous Chemical Disclosure, 403.5 – Substance-Free Workplace, 403.5E1 – Substance-Free Workplace Employee Notice and 403.5R1 – Substance-Free Workplace Regulation. These policies will be brought back to the next meeting for the second reading.

Golden made a motion to approve board policies 401.10, 401.11, 401.13R1, 402.1, 402.2, 402.2E1, 402.2R1, 402.3, 402.3E1, 402.3E2, 402.3R1, 402.4 and 402.6. Seconded by Allen.

Motion carried 7-0

401.10	Credit and Procurement 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	Child Abuse Reporting Form
402.2R1	Child Abuse Reporting Regulation
402.3	Abuse of Students by School District Employees
402.3E1	Abuse of Students by School District Employees Form
402.3E2	Level 1 Investigator's Report
402.3R1	Abuse of Students by School District Employees Regulation
402.4	Gifts to Employees
402.6	Employee Outside Employment

Longbine made a motion to approve the below resignation, appointment and modification. Seconded by Holden.

Motion carried 7-0

Resignations:

Brandy Christner – HS/MS Night Custodian

Appointments:

Tony Castillo – High School Soccer Coach – 10%

Modifications:

Luana Genck – General Cook to MS/HS Night Custodian - \$13.00/hour

Board of Directors:

Kathy Butler has spoken with people from Mid-Prairie and Washington being interested in Robotics and possibly starting a Washington County STEM.

Megan Allen said the group speech went well on Saturday but they did not advance to all state and individual speech is next.

Angela Hazelett, Secondary Principal

Principal report was included in the board packet. Parent teacher conferences for the high school teachers will be held in the gym on 2/12 and in their classrooms on 2/19. A good news letter from former student Mitchell Byerly was read by Mrs Hazelett.

Jane O'Leary, Elementary Principal

Principal report was included in the packet. O'Leary stated again that the Plain Talk conference was awesome and they are looking forward to the new playground.

No student representative report was given.

Sue Rich, Board Secretary

Updated board policies were handed out to the board members.

Ken Crawford, Superintendent

Kudos to Sue Rich on taking care of all the bond issue paperwork and keeping things organized for the bond bids.

Kudos to Seth Milledge on getting the server problem taken care of so quickly and having us up and running only a couple hours later.

A work session will be held on Monday, February 24, 2020 at 5:00 pm in the high school board room.

The next regular board meeting is scheduled for Monday, March 9, 2020 at 6:00 p.m. in the high school board room.

Longbine made a motion to adjourn at 7:07 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.

PRESIDENT, NATE ROBINSON

SECRETARY, SUE E RICH