

Highland Community Schools  
Board of Directors Meeting  
Monday, January 8, 2024  
5:00 p.m. – High School Board Room

The meeting was called to order at 5:02 p.m. by President Nate Robinson.

Roll call was taken with Joslin Schott, Dan Ruth, Karen Fink, Rachel Longbine, Monica Jepson and Nate Robinson present. John O’Leary was absent. Also in attendance were Ken Crawford, Superintendent, Jane O’Leary, Elementary Principal and Sue Rich, Board Secretary.

John O’Leary arrived at 5:03 pm.

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

Motion carried 7-0

Consent Agenda Items:

**Minutes:** Approval of the December 11, 2023 regular meeting minutes.

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

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

General Fund - \$266,841.60

Prepaid General Fund - \$1,876.05

Schoolhouse Fund - \$18,882.56

Activity Fund - \$9,986.13

Prepaid Activity Fund - \$1,790.30

Lunch Fund - \$12,513.32

**School Fundraisers:** Highland Shooting Sports- Clothing Fundraiser

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

Motion carried 7-0

Receive Visitors: None

Longbine made a motion to approve the elementary bleacher removal bid in the amount of \$0.00 from John D O’Leary. Seconded by Schott.

Motion carried 6-0

O’Leary abstained

Ruth moved to approve the request to the School Budget Review committee for Modified Supplemental Amount and Supplemental Aid for the 2024-2025 Dropout Prevention Program in the amount of \$157,449 with a local match of \$52,483 for expenditures necessary to implement the 2024-2025 at risk and dropout prevention program. Seconded by Jepson.

Motion carried 7-0

Longbine made a motion to approve the disposal of obsolete equipment-phones to anyone for \$0 to be picked up by 1/31/24 and after that date to dispose of them. Seconded by Fink.

Motion carried 7-0

Mr Crawford discussed the first reading of the following board policies 400 - Role of and Guiding Principles for Employees, 401.02 - Employee Conflict of Interest, 401.03 - Nepotism, 401.04 - Employee Complaints, 401.05 - Employee Records, 401.05-R(1) - Employee Records - Regulation, 401.06 - Limitations to Employment References, 401.07 - Employee Travel Compensation, 401.08 - Recognition for Service of Employees, 401.09 - Employee Political Activity. These will be brought back to the next meeting for the 2<sup>nd</sup> reading.

Longbine made a motion to approve the below listed board policies. Seconded by Jepson.

Motion carried 7-0

216.01	Association Membership
216.02	Board of Directors' Member Development and Training
216.03	Board of Directors' Member Compensation and Expenses
216.4	New Board Member Orientation (Rescind)
216.5	Board Member Insurance (Rescind)
217	Gifts to Board of Directors
401.01	Equal Employment Opportunity
503.01	Student Conduct
503.01-R(1)	Student Conduct - Regulation
701.05-R(1)	Fiscal Management - Financial Metrics

Board of Directors:

-Dan Ruth said the wrestling tournament went well this weekend and wanted to thank the custodial staff for all their hard work. Ruth also spoke about being able to live stream games on Hudl and how that is nice for those that can't make it in person.

Angela Hazelett, Secondary Principal - Arrived at 5:25 pm.

-With the impending snow storm, review for finals was held last Thursday and Friday and the "B" day finals were held today and the "A" day finals will be Thursday. May have to make a decision on whether the finals will account for 20% of their grade.

-Additional information in the principal report in the board packet.

Jane O'Leary, Elementary Principal

-There has been discussion on possible all day 4 year old preschool and only having it 4 days a week with no 3 year old preschool being held unless the student has an IEP.

--Additional information in the principal report in the board packet.

Sue Rich, Board Secretary

-Working on W-2's, 1099's and 1095's. Sent a message out to staff today about filling out new Iowa W-4's as they have changed.

-Finalizing audit report for FY23.

-Will begin working on budget this month.

Ken Crawford, Superintendent

- Looks like we may be having a snow day tomorrow.
- We have heard nothing on the small claims court decision.
- No one has turned in papers for early retirement yet.
- De-briefing about the Perry school shooting.

A work session will be held on Monday, January 22, 2024 at 5:00 pm in the high school board room.

The next regular board meeting is scheduled for Monday, February 12, 2024 at 5:00 p.m. in the high school board room.

Longbine made a motion to adjourn at 5:34 p.m. Seconded by Jepson.

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