

Highland Community Schools  
Board of Directors Meeting  
Monday, October 8, 2018  
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, Cindy Michel, Rachel Longbine, Megan Allen, Lois Schneider, Kevin Engel and Nate Robinson present. Also in attendance were Ken Crawford, Superintendent, Sue Rich, Board Secretary, Angela Hazelett, Secondary Principal and Jane O’Leary, Elementary Principal.

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

Motion carried 7-0

Consent Agenda Items:

**Minutes:** Approval of the September 10, 2018 regular meeting minutes.  
Approval of the September 26, 2018 joint work session minutes.

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

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

General Fund - \$51,288.20  
Prepaid General Fund - \$9,752.70  
Schoolhouse Fund - \$144,270.00  
Prepaid Schoolhouse Fund - \$10,862.43  
Activity Fund - \$4,928.11  
Prepaid Activity Fund - \$2,530.00  
Lunch Fund - \$12,641.23

**School Fund Raisers:** Highland FFA – Fruit Sales

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

Motion carried 7-0

Receive Visitors: None

The High School musical cast presentation was moved to later on the agenda.

Business Manager Sue Rich presented the official certified annual report for the 2017-18 school year. This is the comprehensive financial report of the school district for the year ending June 30, 2018. Total general fund revenues for the year were \$8,487,290 with 54% local sources (property taxes); 44% state sources and 2% federal sources. Total general fund expenditures were \$7,819,615 with 72% salaries & benefits; 25% purchased services, supplies, equipment and 3% AEA pass-thru and transfers. Our spending authority is \$665,851.

Longbine made a motion to accept the Certified Annual Report for fiscal year 2018. Seconded by Golden.

Motion carried 7-0

Business Manager Sue Rich then presented the special education supplement for the 2017-18 school year. The total revenues were \$1,264,525 and the total expenditures were \$1,723,107. This resulted in a negative special education balance of \$458,582 which can be recovered through allowable growth and supplemental aid from the state.

Michel made a motion to accept the Special Education Supplement for fiscal year 2018. Seconded by Schneider.

Motion carried 7-0

Business Manager, Sue Rich then presented the Transportation Report for the 2017-18 school year. Total net transportation costs were \$412,399 with an average cost per mile traveled of \$4.06. The average cost per pupil transported was \$685.87.

Longbine made a motion to accept the Transportation Report for fiscal year 2018. Seconded by Golden.

Motion carried 7-0

Longbine made a motion requesting modified allowable growth and supplemental aid for a negative special education balance in the amount of \$458,581.97. Seconded by Michel.

Motion carried 7-0

Longbine made a motion requesting modified supplemental amount for excess LEP costs for serving ELL students in a limited English Instructional Program during the 2017-18 school year in the amount of \$48,071. Seconded by Engel.

Motion carried 7-0

Engel made a motion to accept the only bid in the amount of \$500 for the softball scoreboard. Seconded by Golden.

Motion carried 7-0

Schneider made a motion to send Bus #2 – Bid #1 to Vander Haag's for salvage for \$2,000. Seconded by Longbine.

Motion carried 7-0

Longbine made a motion to dispose of the remaining items which includes bid #2-football scoreboard, bid #3-baseball scoreboard and bid #5-old wooden bleachers. Seconded by Allen.

Motion carried 7-0

Schneider made a motion to approve the Highland FFA send 4 students to the National FFA Convention in Indianapolis, Indiana from October 24<sup>th</sup> through October 27<sup>th</sup>. Seconded by Longbine.

Motion carried 7-0

There was discussion about possible operational sharing with Waco if anything would fall through with the Lone Tree sharing. Two board members will meet with two Waco board members to further discuss.

There was a SIAC committee meeting held on September 24<sup>th</sup>. The subject for the night was unexcused absences and trancies. There were 16 people in attendance. There were 4 areas of concern to look at and they were simplify the policy, address reasons students miss rather than the numbers, have consistency between grade levels and make sure the policies don't contradict themselves. The next meetings are October 29<sup>th</sup> and December 3<sup>rd</sup>.

The preliminary certified enrollment for October 2018 is 633.5. This is down 1 student in seats and 10 down in open enrolled in students, but overall we are down 5 students. This amounts to a reduction in funding of \$33,680 in the general fund.

Board policies 100-105, 210.2 and 401.13R2 were discussed with changes being noted. These policies will be brought back to the next meeting for the second reading.

Engel made a motion to approve the 2<sup>nd</sup> reading and all changes for board policy 213.1R- Handling Complaints and policy 410.1 substitute teachers. Seconded by Golden.

Motion carried 6-1  
Schneider opposed

Longbine made a motion to approve the following resignation & appointment.  
Seconded by Michel.

Motion carried 7-0

Resignations:

Tom Harbison – JH Wrestling coach- Pending finding suitable replacement

Appointments:

Zoe Wagner – Wrestling Cheer Sponsor – 3.5%

The cast from the high school musical called James and the Giant Peach presented to the board by singing 2 songs from the musical. All cast members were introduced. The play will be November 2<sup>nd</sup> and 3<sup>rd</sup>.

Board of Directors:

- 1) Megan Allen stated getting the email about parent/teacher conferences was nice.
- 2) Kevin Engel attended the cross country meet in Washington and Maddie Thomann won the girls event.
- 3) Nate Robinson and Rachel Longbine worked the gate for homecoming. The weather conditions were not the greatest.

Jane O’Leary, Elementary Principal:

- 1) Discussed some of the data on the fall screeners.
- 2) A student council has been started at the elementary
- 3) The school float made for the homecoming parade was very nice and several parts were made in the Makerspace lab by most all students at the elementary.
- 4) There will be a Highland Elementary student of the month.

Angela Hazelett, Secondary Principal:

- 1) Homecoming went well, thanks to both HS and JH student council sponsors
- 2) Attending a legal lab on Tuesday about vaping, service animals, safety plans and searches put on by Matt Carver from SAI.
- 3) State marching band this Saturday in Pella.
- 4) MAP testing is done.
- 5) Mr Z fought a bear and was rescued by the Huskie.

Sue Rich, Board Secretary:

- 1) The IASB Board Convention will be held on November 14-15, 2018 in Des Moines. Sue will be doing the registrations by the end of the week. Six board members, Mr Crawford and Sue will be attending.

Ken Crawford, Superintendent:

- 1) Received the report from Design Engineers about the secondary HVAC study. There will be a building committee meeting on October 22<sup>nd</sup> to look at this further.
- 2) The 6 ash trees are scheduled to come down this Friday, October 12<sup>th</sup>.

The next regular board meeting is scheduled for Monday, November 12, 2018 at 6:00 p.m. in the high school board room.

Longbine made a motion to adjourn at 7:41 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 or 657-4180, Monday through Friday, 9:00 a.m. – 4:00 p.m.

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PRESIDENT, NATE ROBINSON

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SECRETARY, SUE E RICH