

Highland Community Schools  
Board of Directors Meeting  
Monday, October 14, 2019  
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 Cindy Michel, Megan Allen, Lois Schneider, Kevin Engel and Nate Robinson present. Mike Golden and Rachel Longbine were absent. 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 Schneider.

Motion carried 5-0

Consent Agenda Items:

**Minutes:** Approval of the September 9, 2019 regular meeting minutes.  
Approval of the September 23, 2019 work session minutes.

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

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

General Fund - \$109,720.11  
Prepaid General Fund - \$6,660.44  
Prepaid Management Fund - \$520.50  
Schoolhouse Fund - \$51,501.59  
Prepaid Schoolhouse Fund - \$93,835.00  
Activity Fund - \$9,806.50  
Prepaid Activity Fund - \$7,130.39  
Lunch Fund - \$14,767.29  
Prepaid Lunch Fund - \$641.31

**School Fund Raisers:** Highland Volleyball-Breast Cancer Awareness Fundraiser  
High School Student Council – Yard Signs, Scratch Cupcake  
Sales, Candy Bar Sales

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

Motion carried 4-0  
Robinson Abstained

Receive Visitors: None

Melissa Kauffman of Jester Insurance presented the Board with a Workman’s Compensation Award for having a rating in the top 50% of all the insureds in the IASB Safety Group.

Gina Trower, FFA Advisor and FFA students Bryce Waters, Brock Schaedler, Mackinze Hora, Jenna Sands and Maddie Peiffer spoke about the National FFA convention in Indianapolis and if approved some of the things they would be doing while attending.

Engel made a motion to approve the Highland FFA students to attend the National FFA Convention in Indianapolis, Indiana from October 29<sup>th</sup> through November 1<sup>st</sup>. Seconded by Schneider.

Motion carried 5-0

Matt Wildman from HR Green spoke at length about the Wastewater Project and the Facility Plan they have done. He gave 5 different alternatives and the cost estimate plus pros and cons of each. His recommendation is a packaged mechanical plant

Engel made a motion to submit the Facility Plan for Wastewater Treatment System to the Department of Natural Resources and to have HR Green concentrate on alternatives 4 and 5 with UV disinfection. Seconded by Allen.

Motion carried 5-0

Schneider made a motion to approve the Washington County Riverboat Foundation Grant Resolution. Seconded by Allen.

Motion carried 5-0

Highland CSD – Epson Interactive Projectors - \$69,782  
Highland CSD – Highland Shooting Sports Trap Tower, Trap House & Shooting Stations - \$17,600

Business Manager Sue Rich presented the official certified annual report for the 2018-19 school year. This is the comprehensive financial report of the school district for the year ending June 30, 2019. Total general fund revenues for the year were \$8,076,526 with 53% local sources (property taxes); 45% state sources and 2% federal sources. Total general fund expenditures were \$7,656,158 with 72% salaries & benefits; 25% purchased services, supplies, equipment and 3% AEA pass-thru and transfers. Our spending authority is \$1,131,832.

Engel made a motion to accept the Certified Annual Report for fiscal year 2019. Seconded by Michel.

Motion carried 5-0

Business Manager Sue Rich then presented the special education supplement for the 2018-19 school year. The total revenues were \$1,281,403 and the total expenditures were \$1,808,883. This resulted in a negative special education balance of \$527,480 which can be recovered through allowable growth and supplemental aid from the state.

Schneider made a motion to accept the Special Education Supplement for fiscal year 2019. Seconded by Allen.

Motion carried 5-0

Business Manager, Sue Rich then presented the Transportation Report for the 2018-19 school year. Total net transportation costs were \$345,774 with an average cost per mile traveled of \$3.58. The average cost per pupil transported was \$586.32.

Schneider made a motion to accept the Transportation Report for fiscal year 2019. Seconded by Allen.

Motion carried 5-0

Schneider made a motion requesting modified allowable growth and supplemental aid for a negative special education balance in the amount of \$527,480.29. Seconded by Engel.

Motion carried 5-0

Michel made a motion requesting modified supplemental amount for excess LEP costs for serving ELL students in a limited English Instructional Program during the 2018-19 school year in the amount of \$38,609. Seconded by Engel.

Motion carried 5-0

Engel made a motion to approve the financial services agreement with Piper Jaffray for the 2019 general obligation bond. Seconded by Michel.

Motion carried 5-0

Engel made a motion to approve the bond and disclosure counsel engagement agreement with Ahlers & Cooney for the 2019 general obligation bond. Seconded by Michel.

Motion carried 5-0

Michel made a motion to approve the Elementary Teacher job description. Seconded by Schneider.

Motion carried 5-0

Engel made a motion to approve the 2 students for early graduation pending completion of all requirements. Seconded by Allen.

Motion carried 5-0

Mr Crawford went over changes on board policies 410.1-Substitute Teachers, 210.10-Organizational Meeting of the Board, 202.4-Vacancies, 210.6-Quorum, 211-Open Meetings, 711.7-School Bus Safety Instruction, 711.10-School Bus Passenger Restraints. These policies will be brought back to the next meeting for the second reading.

No second readings of policy.

Schneider made a motion to approve the following resignations. Seconded by Michel.

Motion carried 5-0

Resignations:

Shawn Loy – School Nurse

Zoe Wagner – Wrestling Cheer Sponsor

Board of Directors:

- 1) Megan Allen stated there is a fish fry on Oct 25<sup>th</sup>, the musical on Nov 8-9 and a eucra tournament on Nov 30<sup>th</sup>.
- 2) Lois Schneider asked about the code of conduct contract.
- 3) Kevin Engel attended the cross country meet in Washington.

Angela Hazelett, Secondary Principal:

- 1) State marching band this Saturday in Pella.
- 2) MAP testing is done.
- 3) Cindy Peiffer stated this was the best PAK order she has ever had.
- 4) Vaping presentation was given to the students.

Jane O'Leary, Elementary Principal:

- 1) October 11<sup>th</sup> the fire department came for fire prevention week.
- 2) 4<sup>th</sup> grade VIP Day is Nov 1<sup>st</sup>.
- 3) 2<sup>nd</sup> and 3<sup>rd</sup> grade concert is Nov 12<sup>th</sup>.
- 4) Teachers are working on PBIS Tier 2.

Sue Rich, Board Secretary:

- 1) The IASB Board Convention will be held on November 20-21, 2019 in Des Moines. Sue will be working on the registrations.

Ken Crawford, Superintendent:

- 1) Possible 2 meetings in the month of November due to the canvas of votes from the election. Possible Nov 11<sup>th</sup> and Nov 19<sup>th</sup>.

A work session will be held on Monday, October 28, 2019 at 5:00 pm.

The next regular board meeting is scheduled for Monday, November 11, 2019 at 6:00 p.m. in the high school board room.

Allen made a motion to adjourn at 8:23 p.m. Seconded by Schneider.

Motion carried 5-0

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. – 4:00 p.m.

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PRESIDENT, NATE ROBINSON

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SECRETARY, SUE E RICH