

Highland Community Schools
Board of Directors Meeting
Monday, November 8, 2021
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 Samantha Holden, Kathy Butler, Rachel Longbine, Kevin Engel and Nate Robinson present. Megan Allen and Mike Golden were absent. Also in attendance were Ken Crawford, Superintendent, Angela Hazelett, Secondary Principal, Jane O’Leary, Elementary Principal, Bill Zywiec, Dean of Students and Sue Rich, Board Secretary.

Holden made a motion to approve the agenda. Seconded by Longbine.

Motion carried 5-0

Consent Agenda Items:

Minutes: Approval of the October 11, 2021 regular meeting minutes.

Approval of the October 25, 2021 work session minutes.

Financial Reports: Approval of the October financial reports.

Payment of Bills: Approval of the following November bills.

General Fund - \$88,441.23

Prepaid General Fund - \$14,615.93

Schoolhouse Fund - \$123,848.17

Prepaid Schoolhouse Fund - \$1,566.00

Activity Fund - \$14,649.32

Prepaid Activity Fund - \$1,612.36

Lunch Fund - \$26,814.31

Insurance Fund - \$1,270.00

School Fund Raisers: None

Engel made a motion to approve the consent agenda. Seconded by Butler.

Motion carried 5-0

Receive Visitors: None

Classroom Cash from Hills Bank was presented by Cindy Michel in the amount of \$1,537.17. Since 2004 Classroom Cash has contributed \$34,677.81 to Highland Community Schools.

Denise Roth, secondary TAG teacher, spoke about the TAG services in the District. The TAG handbook was handed out and Ms Roth explained a few changes she would like to see to the TAG board policy number 604.3. She spoke about how students are identified as TAG, the CoGAT test, TAG newsletter and attending the ITAG conference in Des Moines from October 16th through October 18th amongst other things.

Longbine made a motion to approve the SBRC Application for open enrollment out in the amount of \$94,443.20. Seconded by Engel.

Motion carried 5-0

Longbine made a motion to approve the SBRC Application for ELL beyond 5 years in the amount of \$6,070.68. Seconded by Engel.

Motion carried 5-0

Mr Crawford spoke with the traffic tech in Fairfield about the intersection of Hwy 22 and Enterprise Drive in Riverside. They are conducting a speed study in that area since one hasn't been done since 2007. There is a possibility that they may do a speed reduction to 45 mph but probably no traffic signal at this time.

Mr Crawford went over the first readings of policies 706.1 through 712.R1. These will be brought back to the next regular meeting for the 2nd reading.

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

Motion carried 5-0

- 700 Purpose of Noninstructional & Business Services
- 701.1 Depository of Funds
- 701.2 Transfer of Funds
- 701.3 Financial Records
- 701.4 Capital Assets
- 701.5 Governmental Accounting Practices & Regulations
- 702 Cash in School Buildings
- 703.1 Budget Planning
- 703.2 Spending Plan
- 704.1 Local - State - Federal - Miscellaneous Revenue
- 704.10 Sale of Bonds
- 704.2 Debt Management Policy
- 704.2R1 Post-Issuance Compliance Regulations for Tax-Exempt Obligation
- 704.2R3 Bond Disclosure
- 704.3 Investments
- 704.5 Student Activities Fund
- 704.6 Online Fundraising Campaigns-Crowdfunding
- 705.1 Purchasing - Bidding
- 705.1R1 Suspension & Debarment of Vendors & Contractors Procedure
- 705.1R2 Using Federal Funds in Procurement Contracts

705.2	Purchasing on Behalf of Employees
705.3	Payment for Goods and Services
705.4	Expenditures for a Public Purpose
705.4R1	Use of Public Funds Regulation
901	Public Examination of School District Records
905.1	Community Use of School District Facilities & Equipment

Engel made a motion to approve the following resignations & appointments. Seconded by Butler.

Motion carried 5-0

Resignations:

Steve Genck - Operations Supervisor & Bus Driver

Appointments:

Tyler Thomann - Maintenance & Grounds Director-\$55,000 (prorate to 7 months)

Cheryl Simmons - Route Bus Driver - \$92.00 per day

Anne Layman - Wrestling & Basketball Cheer Sponsor - 3.5% for each

Hunter McCollough - HS/MS Night Custodian - \$13.00 per hour

Board of Directors:

- 1) Kevin Engel attended the musical and said it was enjoyable and girls basketball practice started tonight.

Angela Hazelett, Secondary Principal:

- 1) Robotics has a meet here on 12/18.
- 2) Been helping out with Steve's duties until new person starts.
- 3) Principal report was included in the board packet.

Jane O'Leary, Elementary Principal:

- 1) Attended the Iowa Best Conference in Des Moines with BLT team.
- 2) Principal report was included in the board packet.

Sue Rich, Board Secretary:

- 1) School Board Convention is Wednesday 11/17 and Thursday 11/18 in Des Moines.

Ken Crawford, Superintendent

- 1) Read thank you from Courage Ride folks.
- 2) Thank you to Angela & Bill for getting things covered until Tyler starts on November 22nd. Tyler will come in some the week of the 15th.
- 3) Zones of Regulation has been important over the last week as well as the work of the counselors with everything going on in schools over the last couple weeks.

There will be a special board meeting on Tuesday, November 16, 2021 at 6:00 pm in the high school board room.

There will be no work session this month.

Longbine made a motion to adjourn at 7:27 p.m. Seconded by Holden.

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. to 4:00 p.m.

PRESIDENT, NATE ROBINSON

SECRETARY, SUE E RICH