

Highland Community Schools  
Board of Directors Meeting  
Monday, May 8, 2023  
5:00 p.m. – Highland Board Room

The meeting was called to order at 5:01 p.m. by President Nate Robinson.

Roll call was taken with Dan Ruth, Melissa Murphy, Rachel Longbine, Monica Jepson and Nate Robinson present. Mike Golden and Josh Thomann were absent. Also in attendance were Ken Crawford, Superintendent, Sue Rich, Board Secretary, Angela Hazelett, Secondary Principal and Jane O’Leary, Elementary Principal.

Ruth made a motion to approve the agenda as amended. Seconded by Murphy.

Motion carried 5-0

Consent Agenda Items:

**Minutes:** Approval of the April 10, 2023 regular meeting minutes  
Approval of the April 24, 2023 special meeting minutes  
Approval of the April 24, 2023 work session minutes

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

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

General Fund - \$234,365.65  
Prepaid General Fund - \$8,169.86  
Schoolhouse Fund - \$392,646.33  
Activity Fund - \$24,450.18  
Prepaid Activity Fund - \$1,055.20  
Lunch Fund - \$11,663.91

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

Motion carried 5-0

Receive Visitors: None

Classroom Cash from Hills Bank was presented by Jean Lenz and Cindy Michel in the amount of \$1,327.62. Since 2004 Classroom Cash has contributed \$38,862.24 to Highland Community Schools.

Natalie Oakes from the Iowa Donor Network presented Jody Fink with the Excellence in Partnership Donation Champion Award. He is being recognized for his commitment to providing donation education to students in his health and driver’s education classes.

Ruth made a motion to approve the Europe trip with Mr Higdon and Mr Eden in the Summer of 2025. Seconded by Jepson.

Motion carried 5-0

Longbine made a motion to approve the resolution for safety equipment for the full amount for the football helmets. Seconded by Murphy.

Motion carried 5-0

Ruth made a motion to approve the contract for OPN Architectural Services in the amount of \$35,000. Seconded by Longbine.

Motion carried 5-0

Longbine made a motion to approve the shared librarian contract with Great Prairie AEA for the 23-24 school year. Seconded by Jepson.

Motion carried 5-0

Ruth made a motion to approve the 2023 seniors for graduation on May 21, 2023, pending completion of all graduation requirements. Seconded by Longbine.

Motion carried 5-0

Longbine made a motion to approve the 2023-24 Classified Staff contracts. Seconded by Jepson.

Motion carried 5-0

Ruth made a motion to approve the 2023-24 Administrative & Salaried contracts. Seconded by Longbine.

Motion carried 5-0

Longbine made a motion to approve the kitchen equipment bids from TriMark in the amount of \$88,575.02. Seconded by Jepson.

Motion carried 5-0

Longbine made a motion to approve the registration fees for the 23-24 school year. Seconded by Jepson.

Motion carried 5-0

May is School Board Recognition month and certificates were handed out to each board member by Mr Crawford and thanked for their service. Dairy Mart ice cream will be served at the end of the meeting as a special treat.

Mr Crawford went over changes on board policies 200.04 - Board Member Social Media Engagement, 210.05 - Meeting Notice, 401.05-R(1) - Employee Records-Regulation, 407.02 - Licensed Employee Contract Release, 501.02 - Nonresident Students, 604.06 - Instruction at a Post-Secondary Educational Institution, 701.02 - Transfer of Funds, 701.05-R(1) - Fiscal Management-Financial Metrics, 708 - Care, Maintenance and Disposal of School District Records. These policies will be brought back to the next meeting for the second reading.

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

Motion carried 5-0

216.02 Board of Directors' Member Development & Training  
607.01 Student Guidance and Counseling Program  
701.05 Fiscal Management  
705.01 Purchasing-Bidding  
705.01-R(2) Purchasing-Bidding-Using Federal Funds in  
Procurement Contracts  
804.07-R(1) Radon Mitigation

Ruth made a motion to approve the personnel items. Seconded by Longbine.

Motion carried 5-0

Resignations:

Angie Netser - Middle School Math Teacher

Jill Strubbe - Highland Elementary 5th Grade Teacher

Gina Trower - HS/MS Agriculture Teacher, FFA Advisor, Building Leadership Team

Appointments:

Abigail Yoder - Highland Elementary Kindergarten Teacher - BA (0)

Kaden Wray - Highland Elementary 3rd Grade Teacher - BA (0)

Elizabeth Coeburn - Highland Elementary Special Education Teacher - MA+24 (15)\*

Brooke Hitchcock - Middle School/High School Math Teacher - BA (0)

Shayla Seils - HS/MS Agriculture Teacher - BA (0), FFA Advisor - 10%

Noah Holden - General Cook - \$13.25/hour

Modifications:

Courtney Dietze - Highland Elementary 3rd Grade Teacher to 5th Grade Teacher

Board of Directors:

Nate Robinson attended the middle school track meet and thought it went very well.

Dan Ruth attended the 3rd grade wax museum this week and really enjoyed that.

Angela Hazelett, Secondary School Principal:

ISASP results are in and the middle school showed growth and the high school was a mixed bag.

Prom went very well as Kelli and Traci always do a great job with that.

Ms Schwab has been doing a lot of career exploration activities with the secondary students.

Lots of end of year event dates were included in the board report.

Jane O’Leary, Elementary School Principal:

Preliminary ISASP scores are in and these will be shared at a later date.  
Brenda Bean will be doing the summer library at Ainsworth this summer.  
Step up day will be held on Wednesday this week.  
Lots of end of year events are being planned.

Sue Rich, Board Secretary:

Thank You to all the board members during school board recognition month.  
Service Awards and Open Enrollment meeting will be held Wednesday afternoon.

Ken Crawford, Superintendent:

Teacher Appreciation Week with lots of food and treats being served. This will be a busy month with lots of activities.

The next work session will be Monday, May 22, 2023 at 5:00 p.m. in the high school board room.

The next regular board meeting is scheduled for Monday, June 12, 2023 at 5:00 p.m. in the high school board room.

Longbine made a motion to adjourn at 6:01 p.m. Seconded by Jepson.

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.

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PRESIDENT, NATE ROBINSON

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SECRETARY, SUE E RICH