

Highland Community Schools
Board of Directors Meeting
Monday, February 12, 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, Kevin Engel and Nate Robinson present. Lois Schneider was absent. Also in attendance were Dr Mike Jorgensen, Superintendent, Angela Hazelett, Secondary Principal, Jane O’Leary, Elementary Principal and Sue Rich, Board Secretary.

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

Motion carried 6-0

6:02 p.m. – The Board met in session for the purpose of a public hearing on plans, specifications, form of contract and estimated total cost of the project for instrumentation controls for the HVAC at Highland Elementary. The president called for public comments of which there were none.

Consent Agenda Items:

Minutes: Approval of the January 8, 2018 regular meeting minutes.
Approval of the January 22, 2018 regular meeting minutes.

Financial Reports: Approval of the January financial reports.

Payment of Bills: Approval of the following February bills.

General Fund - \$503,527.43
Prepaid General Fund - \$19,719.76
Schoolhouse Fund - \$18,414.16
Prepaid Schoolhouse Fund - \$61,569.00
Activity Fund - \$8,330.56
Prepaid Activity Fund - \$13,846.82
Lunch Fund - \$9,973.24
Insurance Fund – \$393.95
Prepaid Insurance Fund – \$1,290.00

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

Motion carried 6-0

Receive Visitors: None

Mike Golden and Nate Robinson gave a building committee report. The Highland Elementary HVAC project bids were received. The bids seem to be at two different levels so we want to make sure we are on a level playing field with the bidders. We have a committee member looking over the specs to see what we might be missing and there is a possibility we might need to re-bid this project. The bus barn project which will be a building we can pull the busses in to and also some storage is being looked in to with one quote being considered. The committee also did a walk through of the storage building on the west side of the high school being considered for a new Ag education/Welding/FFA room. New bleachers for the baseball/softball fields are also being looked at. Dr Jorgensen stated all of the projects should total around \$400,000 of which we should not have to borrow from the PPEL fund to do these.

Discussion on the Highland Elementary HVAC bids was the same as was discussed during the building committee report.

Longbine made a motion to approve the purchase of new bleachers for the baseball/softball fields at a cost of \$31,830. Seconded by Allen.

Motion carried 6-0

Dr Jorgensen went over the budget reduction strategies for saving \$250,000 in the general fund.

Dr Jorgensen discussed the proposed transportation reductions for 2018-19. He made a recommendation to discontinue the Lone Tree shuttle and the shuttle transporting two open enrolled special needs students to the Mid-Prairie border to be dropped off. These are both to reduce unnecessary expenses and are not required by the district to be provided.

Engel made a motion to discontinue the Lone Tree shuttle and the shuttle to the Mid-Prairie border for open enrolled students. Seconded by Michel.

Motion carried 6-0

Dr Jorgensen discussed the operational sharing assignment proposals as well as George Schultz's current responsibilities. Six current staff members will be assuming these duties and all of them have been talked to. They will have extended days in their contracts and those will be approved at a later date.

Golden made a motion to approve an early retirement package for Administrative staff over age 55 to receive full family insurance until age 65. Seconded by Longbine.

Motion carried 6-0

Longbine made a motion to approve the Budget Guarantee Resolution. Seconded by Golden.

Motion carried 6-0

Bill Zywiec handed out and went over a proposed coaches handbook for 2018-19. He was given input for this from the athletic directors as well. It should have all the procedures, policies and forms a coach should need and is as thorough of a coaches handbook as we've had over the past several years. He asked for the board to look over the handbook and let him know of any changes or corrections they would like to see and then it will be approved at a future board meeting.

Dr Jorgensen discussed the spring sports assistant coach criteria. Before any more assistant coaches are hired in track or soccer he would like to see how many students are out for the sports. His recommendation would be if there are 21 or more students out for each of the spring sports they would hire an additional assistant coach for track and an assistant for soccer.

Longbine made a motion to approve the criteria of 21 or more students out for both track and soccer before an additional assistant coach for track and an assistant coach for soccer will be hired. Seconded by Golden.

Motion carried 6-0

Michel made a motion to approve the changes to Board Policy 505.8 – Parent and Family Engagement. Seconded by Engel.

Motion carried 6-0

All policies in Series 600-602 – Education Program were reviewed.

Engel made a motion to approve Series 600-602 board policies with the below policies noting changes. Seconded by Golden.

Motion carried 6-0

600	Goals & Objectives of the Education Program
601.1	School Calendar
602.1	Curriculum Development
602.2	Curriculum Implementation
602.3	Curriculum Evaluation

Series 603-605 – Education Program were discussed. Final changes will be brought back to the March meeting for final approval.

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

Motion carried 6-0

Appointments:

Kelsey Hora – Jr High Softball Coach – 7% (Contract pending until certification is complete.)

Modifications:

Darcy Burton – Co-Head Volleyball Coach to Assistant Volleyball Coach

Board of Directors:

- 1) Nate Robinson attended the chili cook off sponsored by the Fine Arts Boosters on Friday night.
- 2) Megan Allen also attended the chili cook off. She also attended parent/teacher conferences last week and stated the teachers should be commended on a job well done. Everything was very informative about her children. She also attended the elementary book fair and learned more about the Stem Club.
- 3) Mike Golden appreciated the Highland Highlights being written by Dr Jorgensen and being put in the papers. It tells many positive things going on in the district.
- 4) Kevin Engel stated the second half of the basketball season didn't go as well but the student athletes should be commended for the class they showed even in losing.

Jane O'Leary, Elementary Principal

- 1) The 1st and 5th grade concert is tomorrow night at 7:00.
- 2) Math and literacy night will be February 27th from 6-7:30.
- 3) A new student started today at the elementary and there are 4 new open enrolled students in for next year.

Angela Hazelett, Secondary Principal

- 1) Beat the Winter Blues Week is going on this week with dress up days.
- 2) Pep band has done a fantastic job this year at the games.
- 3) Boys basketball will be playing at IMS vs Danville on Thursday.
- 4) Brady Hahn made it to state in wrestling.
- 5) Robotics made it to state February 23rd and 24th.

Sue Rich, Board Secretary:

- 1) Updated board policy was handed out.

Dr Mike Jorgensen, Superintendent:

- 1) Kirkwood summary was handed out.

- 2) Sue & I attended the budget workshop. It looks like there will be a budget reduction for taxpayers.
- 3) All administrative evaluations are complete.
- 4) Mr Crawford was here today and met with the principals and myself.
- 5) Mr Crawford will meet with Mr Donovan and myself tomorrow about transportation.
- 6) Mr Crawford will meet with me on Wednesday to discuss AEA technology.

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

Michel made a motion to hold a closed session as authorized by Section 21.5) (l) (i) of the open meetings law to evaluate the professional competency of an individual whose appointment, hiring performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Seconded by Engel. Roll Call Vote – All Ayes.

7:20 p.m.

Motion carried 6-0

Break 7:21 pm to 7:28 pm

Engel made a motion to return to open session. Seconded by Golden.

8:04 p.m.

Motion carried 6-0

Engel made a motion to adjourn at 8:05 p.m. Seconded by Golden.

Motion carried 6-0

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. to 4:00 p.m.

PRESIDENT, NATE ROBINSON

SECRETARY, SUE E RICH