

Highland Community Schools  
Board of Directors Meeting  
Monday, March 9, 2020  
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, Rachel Longbine, Megan Allen, Samantha Holden, Kevin Engel, Kathy Butler and Nate Robinson present. Also in attendance were Ken Crawford, Superintendent, Jane O’Leary, Elementary Principal, Angela Hazelett, Secondary Principal and Sue Rich, Board Secretary.

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

Motion carried 7-0

6:02 p.m. – The Board met in session for the purpose of a public hearing on the 2020-21 school calendar. The president called for public comments of which there were none. The Board had some discussion on an additional snow day and the dates for parent teacher conferences. The public hearing was closed.

Longbine made a motion to approve the 2020-21 school calendar as presented. Seconded by Holden.

Motion carried 7-0

Consent Agenda Items:

**Minutes:** Approval of the February 10, 2020 regular meeting minutes  
Approval of the February 24, 2020 special meeting minutes  
Approval of the February 24, 2020 work session meeting minutes

**Financial Reports:** Approval of the February financial reports

**Payment of Bills:** Approval of the following March bills

General Fund - \$65,586.81  
Prepaid General Fund - \$70,661.19  
Activity Fund - \$6,140.15  
Prepaid Activity Fund - \$280.00  
Lunch Fund - \$14,901.62  
Schoolhouse Fund - \$66,565.07  
Prepaid Schoolhouse Fund - \$1,916.65  
Management Fund - \$26,821.00

**Fundraisers:** Highland Fine Arts – Community money collection for food banks in Nashville; Highland Robotics – Pancake Breakfast

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

Motion carried 6-0  
Robinson abstained

Receive Visitors: None

Mrs Soukup and her 5<sup>th</sup> grade student Mallory Fesler gave a presentation on the unit they did called Celebrations Around the World. The students had a country in which they researched and then presented information about foods, decorations, celebrations and songs used in that country. The students were able to use and program DASH the robot and use Makey Makey as well as using some art skills to complete the project.

Danielle Kennedy gave a presentation on the TAG program now referred to as ELP-Extended Learning Program. The ELP students are eligible in 3<sup>rd</sup> grade and have to meet 2 of the 3 recommendations which include 95% on a standardized test such as ISASP/MAP, 95% on CogAt test and a teacher recommendation. Kennedy stated the CogAt (Cognitive Abilities Test) is now on line which makes it go much quicker and results come back sooner. In the elementary the students are doing PETS (Primary Education Thinking Skills), individual projects and the STEM Club. In the middle school the students are taking interest surveys, doing small group projects, STEM kits and Femineers. In the high school Kennedy is using Google classroom with the students and working with them on dual enrollment and college level coursework. She stated she does attend Grant Wood AEA TAG network meetings, attended the ITAG conference in October and has a mentor she consults with. Kennedy stated she would like to see the ELP continue to evolve here at Highland.

Longbine made a motion to approve the WCRF Resolution for the following grant applications. Seconded by Allen.

Motion carried 7-0

Highland CSD – Highland Secondary Epson Interactive Projectors - \$72,000  
Highland CSD – Highland Secondary Additional Surveillance Cameras - \$15,000

Golden made a motion to approve the 2020 summer library and summer reading programs. Seconded by Longbine.

Motion carried 7-0

Engel made a motion to accept the resignations of Mary Beth Sammons, Donald Schantz, Will Swain and Marge McArtor. Seconded by Golden.

Motion carried 7-0

Longbine made a motion to accept the early retirement incentive program for Mary Beth Sammons, Donald Schantz, Will Swain and Marge McArtor. Seconded by Butler.

Motion carried 7-0

Golden made a motion to receive and file the 2020-21 budget estimate; to publish the budget in The News on March 26, 2020; to set the public hearing for April 13, 2020 at 6:00 pm; and to certify the budget to the county auditor by April 15, 2020 as required by law. Seconded by Engel.

Motion carried 7-0

Engel resolved that the Board of Directors of the Highland Community School District, will levy property tax for fiscal year 2020-2021 for the regular program budget adjustment as allowed under section 257.14, Code of Iowa. Seconded by Golden.

Motion carried 7-0

Mr Crawford went over changes on board policies 403.6 – Drug and Alcohol Testing Program, 403.6E1 – Drug and Alcohol Testing Program Notice to Employees, 403.6E2-Drug and Alcohol Testing Program Acknowledgment Form, 403.6E3 – Drug and Alcohol Program and Pre-Employment Testing Written Consent to Share Information, 404.1 – Employee Conduct and Appearance, 404.1R – Code of Professional Conduct and Ethics Regulation, 405.1 – Licensed Employee Defined, 405.2 – Licensed Employee Qualifications, Recruitment, Selection, 405.3 – Licensed Employee Individual Contracts, 405.4 – Licensed Employee Continuing Contracts, 405.5 – Licensed Employee Work Day. These policies will be brought back to the next meeting for the second reading.

Engel made a motion to approve board policies 403.1, 403.2, 403.3, 403.3E1, 403.3R, 403.4, 403.5, 403.5E1, 403.5R1. Seconded by Holden.

Motion carried 7-0

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| 403.1   | Employee Physical Examinations               |
| 403.2   | Employee Injury on the Job                   |
| 403.3   | Communicable Diseases – Employees            |
| 403.3E1 | Hepatitis B Vaccine Information and Record   |
| 403.3R  | Universal Precautions Regulation             |
| 403.4   | Hazardous Chemical Disclosure                |
| 403.5   | Substance-Free Workplace                     |
| 403.5E1 | Substance-Free Workplace Notice to Employees |
| 403.5R1 | Substance-Free Workplace Regulation          |

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

Motion carried 7-0

Resignations:

Jennifer Clendineng – High School Math Teacher

Mark Bressler – Music Instructor & Transportation Coordinator

Appointments:

Kayla Schneider – Assistant Track Coach – 10%

Report of Board & Administration:

Nate Robinson –Board Policy books-Do we need to keep these up or can we just go with the on line policies. Mr Crawford will do some checking but if it is not required the board policy books will no longer be updated for each board member. A hard copy will be kept in the superintendent's office.

Kathy Butler stated that Robotics made it to Worlds in Detroit at the end of April.

Megan Allen stated World Autism Day is April 2<sup>nd</sup>.

Jane O’Leary – Principal report was emailed on Friday. The STEM Club for 4<sup>th</sup> and 5<sup>th</sup> graders will start on March 12<sup>th</sup> and run for 3 weeks. Sonya Stanerson, ESO and the county extension service will be running this and a project showcase will take place on March 26<sup>th</sup>. The trips to the senior villages were cancelled because of too much illness right now.

Angela Hazelett – Principal report was included in the board report. PAK has purchased 3 high top tables for down in the middle school entry way. The ISASP training is now complete and the tests will start next Tuesday, the 17<sup>th</sup>.

Sue Rich – The bond proceeds from the bond sale will be coming and the closing will take place on Wednesday, March 11<sup>th</sup>. Lots of paperwork and journal entries to be done after that.

Ken Crawford – Fusion Forward; would like some direction on this as far as a video or how much time should we purchase from them. A 6 month contract at \$3600 would be ok but just make sure of what we are getting for that. Visited the Washington CSD library last week and want to take a couple people to visit Xavier and continue to work on a plan to upgrade the MS/HS library. Matt Wildman from HR Green will be at our work session on 3/23 to go over the latest with the wastewater project. The pre-construction meeting for the HVAC project will be 3/25.

A work session will be held on Monday, March 23, 2020 at 5:00 pm in the high school board room.

The next regular board meeting is scheduled for Monday, April 13, 2020 at 6:00 p.m. in the high school board room.

Longbine made a motion to adjourn at 8:14 p.m. Seconded by Butler.

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, 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