

Highland Community Schools
Board of Directors Meeting
Monday, April 8, 2024
5:00 p.m. – High School Board Room

The meeting was called to order at 5:02 p.m. by Vice-President Monica Jepson.

Roll call was taken with Joslin Schott, Dan Ruth, John O’Leary and Monica Jepson were present. Rachel Longbine, Karen Fink and Nate Robinson were absent. Also in attendance were Ken Crawford, Superintendent, Jane O’Leary, Elementary Principal, Angela Hazelett, Secondary Principal and Sue Rich, Board Secretary.

Ruth made a motion to approve the agenda, as amended taking Janelle Sulhoff off until next meeting. Seconded by Schott.

Motion carried 4-0

5:03 p.m. – The Board met in session for the purpose of a public hearing on the 2024-25 school calendar. The vice-president called for public comments of which there were none. The public hearing was closed at 5:04 p.m.

Ruth made a motion to approve the 2024-25 school calendar as presented. Seconded by O’Leary.

Motion carried 4-0.

5:05 p.m. – The Board met in session for the purpose of a hearing upon the budget proposal. Said proposal was published on the 28th of March, 2024 in The News, published at Kalona, of said county.

Taxpayers were heard for and against said proposal of which there were none.

Schott made a motion to adopt the 2024-2025 budget as published, in the amount of \$6,150,250 for instructional services; \$3,260,000 for support services; \$420,000 for non-instructional programs; and \$1,066,343 for other expenditures (facilities acquisition and construction, debt service, AEA support), with a total tax asking of \$4,813,966 and a tax rate of \$12.99 per \$1000 of assessed valuation. Seconded by Ruth.

Motion carried 4-0

Consent Agenda Items:

Minutes: Approval of the March 11, 2024 regular meeting minutes
Approval of the March 21, 2024 HEA Negotiations meeting minutes
Approval of the March 25, 2024 Work Session minutes
Approval of the March 25, 2024 Special Meeting minutes
Approval of the March 25, 2024 Public Hearing minutes

Financial Reports: Approval of the March financial reports

Payment of Bills: Approval of the following April bills.

General Fund - \$47,449.34
Prepaid General Fund – \$2,249.40
Schoolhouse Fund - \$339,245.72
Prepaid Schoolhouse Fund - \$6,004.70
Activity Fund - \$9,569.95
Prepaid Activity Fund - \$13,642.51
Lunch Fund - \$14,671.25
Insurance Fund - \$1,080.00

Ruth made a motion to approve the items on the consent agenda. Seconded by Schott.

Motion carried 4-0

Receive Visitors: Jessica Janecek and Tyler Cain from KCTC came to congratulate Highland on being named business of the month for March and handed out cookies to be shared with the whole staff.

Cole Smith, Riverside City Administrator came to speak about the Cherry Street extension being proposed south of the elementary school. The project is estimated to cost \$500,000 and may require a small bit of land be purchased from Highland. They have the funding needed to move forward with the project and could possibly get started late summer.

Mr Crawford gave the numbers for the spring sports with boys track having 8 participants, girls track 15, boys golf 10, girls golf 11, 34 soccer participants, 18 JH boys track and 23 JH girls track participants.

Ruth made a motion to approve the Affirmative Action Plan. Seconded by O’Leary.

Motion carried 4-0

Ruth made a motion to approve the selling of obsolete football equipment which are the old football jerseys. Seconded by O’Leary.

Motion carried 4-0

Schott made a motion to approve the School Business Official (SBO) job description. Seconded by Ruth.

Motion carried 4-0

Mr Crawford went over first readings on board policies 402.03 - Abuse of Students by School District Employees, 402.3R1 - Abuse of Students by School District Employees Regulation, 402.04 - Gifts to Employees, 402.05 - Required Professional Development for Employees, 402.06 - Employee Outside Employment, 403.01 - Employee Physical Examinations, 403.02 - Employee Injury on the Job, 403.03 - Communicable Diseases - Employees, 403.03-R(1) - Communicable Diseases-Employees - Regulation, 403.3E1-Hepatitis B Vaccine Information and Record. These policies will be brought back to the next meeting for the second reading.

Schott made a motion to approve the below listed board policies. Seconded by O'Leary.

Motion carried 4-0

705.02	Credit and Procurement Cards
401.11	Employee Orientation
401.12	Employee Use of Cell Phones
401.12-R(1)	Employee Use of Cell Phones - Regulation
401.13	Highland CSD Staff Technology Policy
401.13E1	Technology Acceptable Use Contract for Highland CSD Employees
401.14	Employee Expression
402.01	Release of Credit Information
402.02	Child Abuse Reporting
402.02-R(1)	Child Abuse Reporting Regulation

Ruth made a motion to approve the personnel items. Seconded by O'Leary.

Motion carried 4-0

Appointments:

Lyndsey Carter - Secondary Math Teacher - BA (0)

Erin Bramble - Head Girls Wrestling Coach - 14%

Dawn Richardson - Highland Elementary Special Education Associate for 24-25 school year

Resignations:

Zach Hebl - Secondary Math Teacher & JH Girls Basketball Coach

Byron Yoder - Secondary Social Studies Teacher

Erin Bramble - JH Girls Wrestling Coach

Kristin Westcott - Highland Elementary Special Education Associate

Modifications:

Megan Eaton - .6 FTE Preschool Teacher to 1.0 FTE Preschool Teacher for 24-25

Report of Board & Administration:

Dan Ruth said the new bleachers at the elementary school look very nice.

Angela Hazelett - Students were able to see the eclipse today as Peggy Schwab was able to get 50 pairs of eclipse glasses.

Jane O'Leary –A few students were able to see the eclipse today. There will be an author visit on 4/12 and then Saul Paul will be coming on 4/19. There is an elementary concert tonight and we are very excited to try the new bleachers out.

Sue Rich - The Community Foundation of Washington County reception will be Monday, 4/22 and we will get someone to attend that to receive the spring distribution.

Ken Crawford - There were several things in my TGIF last week and we are checking into the scenario in Hills with the Hills Elementary building closing.

A work session will be held on Monday, April 22, 2024 at 5:00 pm in the high school board room.

The next regular board meeting is scheduled for Monday, May 13, 2024 at 5:00 p.m. in the high school board room.

Ruth made a motion to adjourn at 5:46 p.m. Seconded by O'Leary.

Motion carried 4-0

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.

VICE-PRESIDENT, MONICA JEPSON

SECRETARY, SUE E RICH