

Highland Community Schools
Board of Directors Meeting
Monday, July 10, 2017
6:00 p.m. – High School Board Room

The meeting was called to order at 6:00 p.m. by President Kevin Engel.

Roll call was taken with Mike Golden, Cindy Michel, Rachel Longbine, Laura Temple, Lois Schneider, Nate Robinson and Kevin Engel present. Also in attendance were Dr Mike Jorgensen, Superintendent, Angela Hazelett, Secondary Principal, Jane O’Leary, Elementary Principal and Sue Rich, Board Secretary.

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

Motion carried 7-0

Consent Agenda Items:

Minutes: Approval of the June 12, 2017 regular meeting minutes

Financial Report: Approval of the June financial reports

Payment of Bills: Approval of the following July bills

General Fund - \$145,516.61
Prepaid General Fund - \$27,313.16
Schoolhouse Fund - \$13,104.54
Prepaid Schoolhouse - \$25,404.38
Activity Fund - \$1,921.64
Prepaid Activity Fund - \$5,629.51
Lunch Fund - \$309.34
Prepaid Lunch Fund \$269.80
Insurance Fund - \$253.60
Prepaid Insurance Fund - \$110.63

Longbine made a motion to approve the consent agenda. Seconded by Golden.

Motion carried 7-0

Receive visitors: None

The bid proposal for the Ainsworth building was discussed. The Board decided they would like to have two proposals, one for the building and one for the ballfield. The bids would be due on August 10th at 4:00 pm.

Golden made a motion to move forward with two bid proposals, one for the building and one for the ballfield. Seconded by Temple.

Motion carried 7-0

Dr Jorgensen discussed having an assessment done on the Ainsworth building by the Carl A Nelson Company which would be an unbiased assessment. He stated they would be able to do the assessment in the next two weeks. The cost would be \$2,275 and would be paid from the PPEL account.

Schneider made a motion to move forward with the assessment. Seconded by Longbine.

Motion carried 4-3

Engel, Robinson, Temple opposed

The Board discussed the sale of obsolete equipment under \$5,000. Dr Jorgensen stated he and George Schultz would make a list of the equipment left at the Ainsworth building. He also stated he would put out one last email to the staff to see if anyone still needed any of the equipment for their classrooms. A listing of the remaining equipment will be published in the local newspapers with a date to be determined for the public to make bids on.

Golden made a motion to allow the public to make bids on the remaining obsolete equipment. Seconded by Longbine.

Motion carried 7-0

Handbooks for 2017-18 were discussed.

Longbine made a motion to approve the handbooks for 2017-18. Seconded by Schneider.

Motion carried 7-0

Bids were received for the 2017-18 school year. Bid tabulations are available in the office of the Board Secretary.

Robinson made a motion to accept the following bids for the 2017-18 school year. Seconded by Schneider.

Motion carried 7-0

Prairie Farms Dairy – milk
Johnson County Refuse – sanitation
Hy-Vee – Washington - bread
Stewart & Sons – LP gas
Stewart & Sons – gasohol
Stewart & Sons - diesel

Robinson made a motion to approve the final tax rate of \$14.17183. Seconded by Golden.

Motion carried 7-0

Dr Jorgensen discussed the possibility of purchasing two more school vehicles to save on the cost of paying mileage to employees. The vehicles could be purchased at the State rate which is usually at cost.

Longbine made a motion to move forward with getting bids for the possible purchase of two additional school vehicles. Seconded by Golden.

Motion carried 7-0

Dr Jorgensen discussed paying for teachers to get endorsements in shortage areas. This would be done on a case by case basis.

Schneider made a motion to pay for teachers to get endorsements in shortage areas on a case by case basis. Seconded by Temple.

Motion carried 7-0

Rachel Cerny, food service director discussed the Negative Lunch Balance Policy. The USDA requires all school districts to have this policy. The Board can approve this policy now and then consider a board policy to have in place as well.

Robinson made a motion to approve the Negative Lunch Balance Policy. Seconded by Golden.

Motion carried 7-0

The first reading of board policy 710.4 – Meal Charges was discussed. This will be brought to the next meeting for approval.

Temple made a motion to approve board policy 503.4R2 – Eligibility Policy. Seconded by Golden.

Motion carried 7-0

The first reading was held on board policies 102.E1 – Notice of Non-Discrimination, 102.R1 – Grievance Procedure, 401.13 – Staff Technology Use, 401.13R1 – Staff Technology Use/Social Networking Regulations and 506.1 – Education Records Access. These policies were all brought up during the State desk audit and need to be approved or amended. The second reading and approval will be done at the next board meeting.

Dr Jorgensen discussed the Board Goals which the Board came up with at the retreat on June 27th. He stated if these were the goals they wanted they should approve them

tonight. The only change was to add under the learning environment goal to include up to date resources.

Temple made a motion to approve the Board Goals as listed. Seconded by Golden.

Motion carried 7-0

Dr Jorgensen discussed paying out the unused vacation days for retired superintendent Chris Armstrong as this had been past practice. He had 19 remaining unused vacation days which would be paid out of the management fund.

Longbine made a motion to pay out the 19 unused vacation days to Chris Armstrong. Seconded by Robinson.

Motion carried 7-0

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

Motion carried 7-0

Resignations:

Clint Colbert – Jr High Football Coach

Appointments:

Patrick Tufts – Assistant Football Coach – 12%

Assistant Basketball Coach – 12%

Mark Webber – Middle School Science Teacher – BA (0)

Abby Threlkeld – Middle School Language Arts Teacher – BA (0)

Modifications:

Amrika Stumpf – Riverside Elementary – 4th Grade to Middle School Language Arts/
TAG

Mary Beth Sammons – Middle School Language Arts to Highland Elementary 1st Grade

Jody Fink – Driver's Education – From \$24.00/hr to \$25.00/hr

Tom Kappes – Van Driver – From \$100/day to \$102/day

Greg Sojka – Van Driver – From \$103/day to \$105/day

Board of Directors:

Nate Robinson said it seemed hot in the board room. Dr Jorgensen said he would be talking to Trane about regulating the air on the board meeting nights.

Angela Hazelett, Secondary Principal:

-Attending 9 days worth of classes this summer

-Building Leadership team is doing PLC work and working towards the professional development being run by the teachers this school year

-Met with the At-Risk department this week. A re-assessment center is being discussed

-12 staff members will be attending CPI training at Lone Tree on August 18th

Jane O'Leary, Elementary Principal:

- AYP report has been certified and the TLC grant has been sent in
- APR is in progress and will be presented at the 2nd meeting in September
- Teacher Quality days will be in early August and will be over the book *The Leader in Me*.
- LAU plan is complete. This is for the ELL students.
- Attended a deaf/blind workshop with a kindergarten teacher
- Attended the literacy symposium with several teachers
- Attended the Our Kids ELL conference with some teachers.
- Summer library has been going well. The book mobile will be done on July 24th. Eleven students attended this week and 20 last week.
- Summer school starts again on July 24th with a two week session

Sue Rich, Board Secretary:

- Board will begin to use new school e-mail addresses. These will be updated on the website.
- Community Foundation award ceremony will be held on Wednesday, July 19th at the Washington County Fair.

Dr Mike Jorgensen, Superintendent:

- Met with Mrs Hazelett and Mr Ball about scheduling. We have a lot of traditional classes at Highland. Hoping for some internships in culinary arts and piloting a class in Aerospace Engineering technology.
- Bus routes are about ready to go. Met with George and the bus drivers this morning. Working on getting rid of one of the shuttles. Met with the shared transportation person at Mid-Prairie.
- Will begin working on job descriptions for administrators
- Appreciate the support from the newspapers and KCII on news article
- Custodians, Principals, Secretaries, George and Sue are putting in a lot of time and just want to thank them all.
- Will be meeting with the banks next week and possibly the senior center in Riverside.
- Thank you for the nice welcome from everyone.

The next regular school board meeting is scheduled for Monday, August 14, 2017 at 6:00 p.m. at the High School Board Room.

Temple made a motion to adjourn at 7:50 p.m. Seconded by Longbine.

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 or 657-4180, Monday through Friday, 9:00 a.m. to 4:00 p.m.

PRESIDENT, KEVIN ENGEL

SECRETARY, SUE RICH