

Highland Community Schools  
Board of Directors Meeting  
Monday, October 11, 2021  
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 Samantha Holden, Mike Golden, Kathy Butler, Kevin Engel, Rachel Longbine, and Nate Robinson present. Megan Allen was absent. Also in attendance were Ken Crawford, Superintendent, Sue Rich, Board Secretary, Jane O’Leary, Elementary Principal and Bill Zywiec, Dean of Students.

Longbine made a motion to approve the agenda, striking item #6. Seconded by Holden.

Motion carried 6-0

Consent Agenda Items:

**Minutes:** Approval of the September 13, 2021 regular meeting minutes.  
Approval of the September 27, 2021 work session minutes.

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

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

General Fund - \$42,157.78  
Prepaid General Fund - \$6,563.80  
Schoolhouse Fund - \$75,613.86  
Prepaid Schoolhouse Fund - \$5,337.40  
Activity Fund - \$6,777.70  
Prepaid Activity Fund - \$5,964.46  
Lunch Fund - \$19,536.22  
Insurance Fund - \$1,275.00

**School Fund Raisers:** High School Student Council – Butter Braid Sales  
Highland Jr Class - Scratch Cupcake Sales

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

Motion carried 6-0

Receive Visitors: None

Highland Elementary teachers Makenzie Stoffer, Cam Larson and Mary Brase along with students Henlee Petersen, Giovanni Ramirez and Jett O’Leary discussed the School of the Wild they attended at Marr Park and Lake Darling earlier this school year. Each student spoke about their experiences and what they liked the most and some things they learned along the way. Some of the activities they were able to do were fishing, kayaking, archery, hiking, building a shelter and measuring trees to see how old they were. One of the highlights was getting to eat roasted crickets on survival day. They all felt like it was a week packed with excitement and enjoyed working together and having fun. This was sponsored by Washington County Conservation and the University of Iowa. They hope to be able to do it again next year.

Engel made a motion to approve the FFA National Convention trip to Indianapolis from October 26-October 29, 2021. Seconded by Golden.

Motion carried 6-0

Mr Crawford discussed the snow removal and mowing bids at length.

Longbine made a motion to approve the mowing bid from Colbert Lawn Care, the snow removal bid at the elementary from Schnoebelen Inc and the snow removal bid at the secondary from Edwards Remodeling. Seconded by Golden.

Motion carried 4-0  
Holden & Robinson abstained

Golden made a motion to approve taking bids on the 2021 Gravely Zero Turn Mower with the minimum bid being \$10,500. Seconded by Holden.

Motion carried 6-0

Business Manager Sue Rich presented the official certified annual report for the 2020-21 school year. This is the comprehensive financial report of the school district for the year ending June 30, 2021. Total general fund revenues for the year were \$8,002,229 with 44% local sources (property taxes); 49% state sources and 7% federal sources. Total general fund expenditures were \$7,927,751 with 70% salaries & benefits; 27% purchased services, supplies, equipment and 3% AEA pass-thru and transfers. Our spending authority is \$2,301,392.

Longbine made a motion to accept the Certified Annual Report for fiscal year 2021. Seconded by Butler.

Motion carried 6-0

Business Manager Sue Rich then presented the special education supplement for the 2020-21 school year. The total revenues were \$1,279,695 and the total expenditures were \$1,694,926. This resulted in a negative special education balance of \$415,231 which can be recovered through allowable growth and supplemental aid from the state.

Engel made a motion to accept the Special Education Supplement for fiscal year 2021. Seconded by Golden.

Motion carried 6-0

Longbine made a motion requesting modified allowable growth and supplemental aid for a negative special education balance in the amount of \$415,231.48. Seconded by Engel.

Motion carried 6-0

Business Manager, Sue Rich then presented the Transportation Report for the 2020-21 school year. Total net transportation costs were \$310,270 with an average cost per mile traveled of \$4.77. The average cost per pupil transported was \$735.70.

Butler made a motion to accept the Transportation Report for fiscal year 2021. Seconded by Golden.

Motion carried 6-0

Mr Crawford went over changes on board policies 700 through 705.4R1 and 901 – Public Examination of School District Records and 905.1 – Community Use of School District Facilities and Equipment. These policies will be brought back to the next meeting for the second reading.

Golden made a motion to approve the below listed board policies. Seconded by Holden.

Motion carried 6-0

304.1	Development and Enforcement of Administrative Regulations
304.2	Monitoring of Administrative Regulations
305	Administrator code of Ethics
306	Succession of Authority to the Superintendent
307	Communication Channels
308.1	Individual Contracts (Delete)
308.2	Resignation (Delete)
308.3	Dismissal (Delete)
308.4	Retirement (Delete)

Butler made a motion to approve the following resignations. Seconded by Engel.

Motion carried 6-0

Resignations:

Bonnie Clarke – Cook’s Helper

Ashlee Fisher – Basketball & Wrestling Cheer Sponsor

Board of Directors:

- 1) Kevin Engel said this was his last real meeting and said it has been a pleasure to serve on the board for 19 years. He has worked with 4 superintendents, several principals and numerous teachers. He said there have been a lot of changes over the years and some nights it was hard but he thoroughly enjoyed his time on the board. He will continue to stay involved with the school as much as he can. All the board members thanked him for his service.
- 2) Nate Robinson said the fall sports are coming to a close and it has been a good fall season.
- 3) Kathy Butler visited the 8<sup>th</sup> grade engineering exploratory class with Mr Surine.
- 4) Samantha Holden gave some Fine Arts Booster updates on the musical, the trip to Orlando, the mattress fundraiser and the fish fry.

Jane O’Leary, Elementary Principal:

- 1) 2<sup>nd</sup> and 5<sup>th</sup> grade music concert will be October 21<sup>st</sup>
- 2) Trunk or Treat was held yesterday with 200+ kids participating
- 3) Walk-a-thon will be 10/14 with lots of fun and activities planned
- 4) Fire Prevention week went well. Riverside & Ainsworth fireman do a great job with this.

Angela Hazelett, Secondary Principal:

- 1) Full principal report in the board packet. Mrs. Hazelett was absent but Mr Crawford went over the highlights in her report.

Sue Rich, Board Secretary:

- 1) The IASB Convention will be held on November 17<sup>th</sup> and 18<sup>th</sup>. Discussed who all would be attending.

Ken Crawford, Superintendent:

- 1) Messages will be done for the staff on Monday, October 18<sup>th</sup> at the secondary and Wednesday, October 20<sup>th</sup> at the elementary.
- 2) Will discuss with staff about the mission/vision statements on October 20<sup>th</sup>.
- 3) Will be doing a walk through at the elementary on Thursday morning if any board members want to join.
- 4) Three takeaways from tonight's meeting: Finances are looking up, FAST scores are going up and mowing/snow removal bids were accepted. Also, the elementary students ate roasted crickets.

A work session will be held on Monday, October 25, 2021 at 5:00 pm.

The next regular board meeting is scheduled for Monday, November 8, 2021 at 6:00 p.m. in the high school board room.

Longbine made a motion to adjourn at 7:46 p.m. Seconded by Holden.

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, Monday through Friday, 9:00 a.m. – 4:00 p.m.

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PRESIDENT, NATE ROBINSON

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SECRETARY, SUE E RICH