

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
January 14, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:01pm. Present were Trustees Haight, Knowlton, Pentzer, and Smith. Trustee Schoonover was absent. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Dennis Fredrickson. Trustee Haight presided at the meeting.

Trustee Knowlton moved that the consent agenda be approved as presented. Trustee Pentzer seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #32322 – 32356 and 32359 - 32361 totaling \$72,781.31. A vote was taken and the motion passed.

Under board reorganization, Trustee Pentzer moved, in lieu of making nominations for Board Chair, to keep the slate of officers unchanged for the next year as follows.

Board Chair – Mere Jo Haight
Board Vice Chair – Chad Knowlton
Clerk/Treasurer – Nathan Weeks

Trustee Smith seconded the motion. A vote was taken and the motion passed.

Trustee Smith moved to keep the regular board meetings on the second Monday of each month at 7:00pm. Trustee Knowlton seconded the motion which was passed.

Trustee Knowlton moved and Trustee Pentzer seconded to post the notice of the monthly meetings at the same places as last year. Postings will be at the main door of the School, the Post Office in Craigmont, as well as on the District's website. A courtesy posting will be attempted at the Post Office in Winchester. A vote was taken and the motion passed.

The Code of Ethics was presented to the Trustees present. Each Trustee signed the Code of Ethics.

The Idaho School Boards Association Convention in November was discussed by those who attended. It was found to be useful and attendance by other Trustees was encouraged.

The Superintendent Evaluation process was discussed. The Evaluation Tool will be sent during the last week of January. The results will be presented to Superintendent Hatfield at the February Meeting.

Principal Frederickson handed out a report and highlighted topics on it. This included ASB and the Core Leadership Team organizing a Husky Olympics along with BPA and FFA activities and the progress of the basketball seasons.

Superintendent Hatfield highlighted topics on her report. Enrollment in the Elementary is unchanged with 98 students, although there has been movement. She talked about discussions that have been held about taking Kindergarten from three to four days per week next year. Discussions have been held about a Pre-School program with a meeting scheduled with Head Start personnel on the 23rd. She again urged the board to be in contact with their legislators regarding the proposed school funding formula

which currently shows our district and neighboring districts losing substantial sums of funding. She also talked about the Crisis Team activities.

Trustee Haight declared the meeting adjourned at 8:20pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
February 11, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:05pm. Present in person were Trustees Knowlton, Schoonover, and Smith. Trustees Haight and Pentzer were present via telephone. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Dennis Fredrickson, Gail Lowe, Danette Horrocks, Josette Nebeker, Emma Grimes, and several others. Trustee Knowlton presided at the meeting.

Superintendent Hatfield did a short Supplemental Levy Election Information presentation. She covered how much the levy costs and that the rate has been going down with the growth in the District. She also covered how we compare to other districts and what it helps us fund.

Trustee Pentzer moved that the consent agenda be approved as presented. Trustee Schoonover seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #32362 and 32369 – 32409 totaling \$74,419.02. A vote was taken and the motion passed.

Trustee Schoonover moved and Trustee Smith seconded to amend the agenda to add 6A. School Closing Procedures – Gail Lowe. The item came up after the agenda was posted. Today was a snow day and tomorrow might be. A vote was taken and the motion passed.

Superintendent Hatfield discussed the possibility of opening up a pre-school. Trixie Grimes is planning to continue with her pre-school next year. Therefore, there was no need to further consider it at this time.

Gail Lowe, who has been Harlow's manager for the past couple of years, was present seeking clarification on when to close and what would make the determination. After discussing past practices, it was reaffirmed that the decision to close school would be attempted to be made before 6:00am. Highway District personnel would apprise Gail and in turn the Superintendent if it was advisable or possible to travel country roads. The possibility of having two-hour delays was discussed but the tenor regarding that was against it. As it was a clarification of past practices, a consensus was had regarding snow closure practices and no action was taken.

The topic of offering Kindergarten four days per week instead of the current three days was discussed. Danette Horrocks had done her master's thesis on the topic and affirmed that research supports expansion of Kindergarten. The response was positive that the time had come. Trustee Pentzer moved and Trustee Haight seconded to offer Kindergarten four days per week starting in the next school year. A vote was taken and the motion passed.

The New Hire of Rhea Stefanie White as Junior High Track Coach was presented to the board. She had been the volunteer assistant for the last two years and is an accomplished runner. Trustee Haight moved and Trustee Schoonover seconded to approve this new hire. A vote was taken and the motion passed.

Principal Frederickson handed out a report and highlighted topics on it. This included student achievement in BPA Districts, the Core Leadership Team and the progress and end of the basketball seasons. Emma Grimes gave a report on FFA activities.

Superintendent Hatfield gave an oral report as today was a snow day. She talked about the Donuts for Dads and the upcoming Day on the Hill she will be attending. Also highlighted was the hole drilled in the gas tank of the new van and that the tank is being replaced.

Trustee Pentzer moved and Trustee Schoonover seconded to enter Executive Session under Idaho Code 74- 206(1) (b) for a student issue. A roll call vote was taken with all five board members present voting aye at 7:50pm. The general tenor was discussion of a student issue. Trustee Knowlton moved and Trustee Schoonover seconded to leave executive session. A vote was taken and the motion passed at 8:29pm.

Trustee Knowlton moved and Trustee Smith seconded to approve acting on the plan for Student A as discussed in executive session. A vote was taken and the motion passed.

Trustee Knowlton declared the meeting adjourned at 8:35pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
March 11, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:02pm. Present were Trustees Haight, Knowlton, Schoonover, and Smith. Trustee Pentzer arrived to take his seat on the board at 7:06pm. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Patti Watson, Levi Widmier, and Megan Widmier. Trustee Haight presided at the meeting.

Trustee Schoonover moved that the consent agenda be approved as presented. Trustee Smith seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #32416 – 32454 totaling \$51,279.49. A vote was taken and the motion passed.

Superintendent Hatfield highlighted the success of students at the State BPA competition, three are going to the national competition in Anaheim.

On three days, February 11, 12, 13, school was closed, on February 25, school was released at 1:20pm, and the start of school was delayed until 10:00am on February 26. All of the closures were due to extreme snowy weather. With the loss of student contact time, it has been identified that two days need to be added to the calendar. Those two days will be March 15th and May 3rd. Trustee Knowlton moved and Trustee Schoonover to approve the snow days and to add the two days to the calendar to meet the minimum required hours.

Superintendent Hatfield highlighted various items in her report. Among those were her trip to the Day on the Hill event with Trustee Knowlton and the recent snow days. Valedictorians are D'Rikka Cruz and Abby Davis. Salutatorians are Darah Brammer and Alyssa Dau.

Trustee Pentzer moved and Trustee Schoonover seconded to enter Executive Session under Idaho Code 74- 206(1) (b) for a personnel issue. A roll call vote was taken with all five board members present voting aye at 7:20pm. The general tenor was discussion of a personnel issue. Trustee Pentzer moved and Trustee Schoonover seconded to leave executive session. A vote was taken and the motion passed at 7:53pm.

Trustee Pentzer moved and Trustee Knowlton seconded to approve the Superintendent Evaluation as presented in executive session. A vote was taken and the motion passed.

Trustee Haight declared the meeting adjourned at 7:53pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
April 8, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:02pm. Present were Trustees Haight and Pentzer. Trustees Knowlton, Schoonover, and Smith were absent, so a quorum was not present. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Josette Nebeker and two others. Trustee Haight presided at the meeting.

Two students participating in FFA, Taiylor Crea and Mattisyn Sheppard, were on hand to give a report on the recent State Convention. Students had a successful trip.

Principal Fredrickson reviewed the athletic rules in the handbook and will working to include some changes for the next school year. He also talked about ongoing activities and of the senior project presentations.

Superintendent Hatfield highlighted various items in her report. This included the Title I survey being conducted and putting the calendar for next year together.

Trustee Haight declared the meeting adjourned at 7:48pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
May 13, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:02pm. Present were Trustees Haight, Knowlton, Schoonover, and Smith. Trustee Pentzer arrived to take his seat on the board at 7:05pm. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Nathan Stigum, Jennifer Crow, Danette Horrocks, and three others. Trustee Haight presided at the meeting.

Trustee Schoonover moved that the consent agenda be approved as presented. Trustee Knowlton seconded the motion. The consent agenda included minutes of the last two meetings and certain current bills of this school district to be paid as presented: April checks #32461 – 32499 totaling \$51,665.26 and May checks #32505 – 32544 totaling \$59,594.39. A vote was taken and the motion passed.

Principal Fredrickson again reviewed the athletic rules in the handbook and will be working to include some changes for the next school year. No action taken.

Alex Crea was on hand to present his senior project. This is a banner honoring graduates of Highland High School since inception in 1963. Nate Stigum, Craigmont American Legion Post Commander, helped with identification of those veterans. It is planned to hang the banner in the gym.

The outcome of negotiations with the Highland Education Association was discussed. It was agreed to increase the base by 3%, look into a policy for clear protocols in awarding Leadership Premiums, and to keep the supply budget for each teacher at \$350. Trustee Pentzer moved and Trustee Schoonover seconded to approve the Master Agreement for the 2019-2020 School year. A vote was taken and the motion passed.

The audit engagement letter for the 2018-2019 Fiscal Year from Goffinet & Clack was presented to the board. There is a small increase in the fee. Trustee Smith moved and Trustee Pentzer seconded to approve the Audit Engagement for the 2018-2019 School year. A vote was taken and the motion passed.

There has been an opening for our Business Technology Teacher since August when incumbent Terrie Hines announced her plans to retire at the end of this school year. There were two applicants and the best suited applicant requires a plan to become certified. She had her plan prepared with the University of Idaho and has been on campus job shadowing. Trustee Pentzer moved and Trustee Smith seconded to approve the Alternative Authorization – Content Specialist and New Hire of Lisa Hadley as Business Technology Teacher for the 2019-2020 School Year. A vote was taken and the motion passed.

The Calendar for the 2019-2020 School Year was presented to the board. School would start on August 26 and end on June 3. Graduation is scheduled for May 30. It is planned to start school 5 minutes earlier as this will allow for 3 built-in snow days. Trustee Schoonover moved and Trustee Smith seconded to approve the Calendar for the 2019-2020 School Year. A vote was taken and the motion passed.

Principal Fredrickson reviewed his report which highlighted the successes of BPA students at the national competition and that four students qualified for the State Track Meet this weekend. ASB elections are coming up next week.

Superintendent Hatfield highlighted the progress toward the end of the year for the Elementary School. She also talked about getting quotes for facilities projects as well as upcoming events.

Trustee Haight declared the meeting adjourned at 8:27pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
June 10, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:10pm. Present were Trustees Haight, Pentzer, Schoonover, and Smith. Trustee Knowlton was absent. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Stephanie Arnzen, Gail Lowe, Susan Wassmuth, Andy Goeckner, and DeeDee Goeckner. Trustee Haight presided at the meeting.

Trustee Pentzer moved that the consent agenda be approved as presented. Trustee Schoonover seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: June checks #32553 – 32588 totaling \$63,013.12 and July checks #32589 – 32590 totaling \$18,639.19. A vote was taken and the motion passed.

Stephanie Arnzen of Public Health was on hand to talk about the resources they have for community health education and support.

The First Reading of Policy 300.54 was held. It was noted that the full name of the District was not spelled out. Otherwise, it will be back for a second reading next month.

The Budget Hearing for the Amended 2018-2019 Budget was held. Clerk Weeks reviewed the entire budget, noting various changes. Notable changes in the budget included the creation of Medicaid Fund #260 and changes to the General Fund as a result of that. Other changes were made to federal funds to reflect the actual allocation received for Fund 251, 257, 258, 262, and 271. Trustee Pentzer moved and Trustee Smith seconded to approve the Amended 2018-2019 Budget as presented. A vote was taken and the motion passed.

The Budget Hearing for the 2019-2020 Budget was held. Clerk Weeks reviewed the entire budget, noting various changes. Notable changes in the budget included funding increases from the State, a 3% pay increase for staff, and the creation of Medicaid Fund 260. Trustee Schoonover moved and Trustee Smith seconded to approve the 2019-2020 Budget as presented. A vote was taken and the motion passed.

The Elementary and Secondary Handbooks were presented to the board. After some discussion about updating names and spellings, Trustee Smith moved to approve the Elementary Handbook with spelling corrections made. Trustee Schoonover seconded the motion which was passed. The Secondary Handbook will be brought back next month to review updates made to it.

The following list of Certified Staff returning for the 2019-2020 School Year was presented to the board.

Michelle Anderson
Chris Cowan
Jennifer Crow
Carole Davis
Becky Finnell
Dennis Fredrickson
Bill Gehring
Sarah Hatfield
Danette Horrocks
Josette Nebeker
Teresa Randall
Alia Riggers
Alexandra Sisk
Lindsey Woltering
Stacey Woodford
Julie Yochum
Kayla Zenner

Extra-Curricular

Music Chris Cowan
Band Chris Cowan
Athletic Director Dennis Fredrickson

Trustee Schoonover moved and Trustee Pentzer seconded to approve the list as presented. A vote was taken and the motion passed.

The list of Coaching Staff was presented to the board. Without Athletic Director Dennis Fredrickson in attendance, some members wanted to wait until July to have questions answered. Trustee Pentzer moved to approve the list but the motion died for lack of a second. It will be on the agenda in July.

Class Advisors for the 2018-2019 School Year were presented to the board as follows.

Seventh grade class advisor – Jennifer Crow
Eighth grade class advisor – Alexandra Sisk
Ninth grade class advisor – Bill Gehring
Tenth grade class advisor – Carole Davis
Eleventh grade class advisor – Kayla Zenner
Twelfth grade class advisor - Josette Nebeker

BPA – Lisa Hadley
Yearbook – Lisa Hadley
Photography – Lisa Hadley

Trustee Smith moved and Trustee Pentzer seconded to approve the list as presented. A vote was taken and the motion passed.

The New Hire of JeAnn Willson for Junior High Girls Basketball Coach for the 2019-2020 School Year was presented to the board. Trustee Pentzer moved and Trustee Schoonover seconded to approve the New Hire of Lisa Hadley as presented. A vote was taken and the motion passed.

The renewal of the contract with Harlow’s School Bus Service was presented to the board. The document had just been received today. Gail Lowe, Harlow’s manager, was on hand to answer questions. The major changes proposed by Harlow’s included a 5% increase on top of the 2.5% cost of living increase, and removal of the provision to give the District a credit for the cost of fuel for miles not driven. Other changes included a half day charge on snow day closures and increasing the maximum age of buses from 15 to 18 years. Trustee Schoonover moved and Trustee Smith seconded to approve the 5-year renewal of the contract. A vote was taken and the motion passed with Trustee Pentzer voting nay.

There is a football camp that students are attending in Oregon later in June that requires using District equipment. Trustee Schoonover moved and Trustee Smith seconded to allow District football equipment to be used at the upcoming clinic in Oregon. A vote was taken and the motion passed.

Trustee Pentzer moved and Trustee Schoonover seconded to approve the Memorandum of Understanding with Lapwai School District for Business Services. A vote was taken and the motion passed.

Superintendent Hatfield highlighted the results of recent standardized testing.

Trustee Haight declared the meeting adjourned at 9:20pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
July 8, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:03pm. Present were Trustees Knowlton, Pentzer, and Smith. Trustees Haight and Schoonover were absent. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Tim Droegmiller. Trustee Knowlton presided at the meeting.

Trustee Pentzer moved that the consent agenda be approved as presented. Trustee Smith seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #32595 – 32596 totaling \$428.25 and checks #32632 – 32661 totaling \$45,185.24. A vote was taken and the motion passed.

The Second Reading of Policy 300.54 was held. The one noted change to the district name was made. Trustee Pentzer moved and Trustee Smith seconded to approve the policy as presented. A vote was taken and the motion passed.

The Secondary Handbook was again presented to the board. Some discussion was had about the eligibility language on page 21 and retaining two lines that had been added and stricken. Trustee Smith moved and Trustee Pentzer seconded to approve the Secondary Handbook with the discussed changes on page 21. A vote was taken and the motion passed.

The following list of Coaching Staff returning for the 2019-2020 School Year was again presented to the board.

Volleyball	Tami Church
Assistant Volleyball	Amy Arnzen
Football	Monty Moddrell
Boys Basketball	Patty Weeks
Boys Basketball Assistant	Ariel Bencomo
Track	Bill Gehring
Junior High Track	Rhea Stephanie White
Baseball	Brandon Randall
Junior High Boys Basketball	DeeDee Goeckner
Girls Basketball Coach	Brett Arnzen
Girls Basketball Assistant Coach	Monty Moddrell
Junior High Volleyball	Amy Arnzen
Junior High Wrestling	Andrew Beck

Trustee Pentzer moved and Trustee Smith seconded to approve the list as presented. A vote was taken and the motion passed.

Superintendent Hatfield highlighted several items.

The work to get more parent involvement.

The receipt of a \$9,000 grant from the Nez Perce Tribe for PBIS support.

Work on covering for an upcoming teacher maternity leave.

Trustee Knowlton declared the meeting adjourned at 7:33pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
August 12, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:03pm. Present were Trustees Haight, Knowlton, Pentzer, Schoonover, and Smith. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Dennis Fredrickson and Stephanie Arnzen. Trustee Haight presided at the meeting.

Trustee Schoonover moved that the consent agenda be approved as presented. Trustee Smith seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #32665 – 32706 totaling \$65,353.06. A vote was taken and the motion passed.

Clerk Weeks highlighted the upcoming filing period for the November 5 Trustee Election. Seats up for Election are Zone 1, Debi Schoonover, Zone 3, Ed Pentzer, and Zone 4, Monica Smith. Trustee Pentzer indicated he will not be running again.

The Coach's Handbook that had been instituted in the 2012-2013 school year was discussed. Principal Fredrickson is working on streamlining the document in anticipation of having an updated version implemented. No action taken.

The matter of appointing members to the Leadership Premium Committee was presented to the board. Sarah Hatfield, representing administration, and Becky Finnell, representing the teachers were the two names presented to the board. Trustee Knowlton moved and Trustee Pentzer seconded to approve the list as presented. A vote was taken and the motion passed.

Superintendent Hatfield talked about the efforts being undertaken to upgrade security at the school, which included a paging system, electrical infrastructure for the paging system, door security, and cameras as well as cameras. She is working to obtain quotes for the three distinct parts and staying in compliance with procurement procedures. Trustee Smith moved and Trustee Knowlton moved to approve moving forward with this upgraded system. A vote was taken and the motion passed.

Principal Fredrickson highlighted several items.

Registration is this coming Thursday and Friday.

The start of fall sports. 10 are out for football so far, 27 are out for volleyball.

Athletic Event passes cover less of athletic costs. More study will be done.

Superintendent Hatfield highlighted several items.

The first Parent Engagement meeting.

Improving communication including getting event times and results distributed on social media.

The open house on the 21st that will include Lion Burgers for parents and students.

A speaker that teaching staff will see at Prairie next Tuesday.

Trustee Haight declared the meeting adjourned at 8:22pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
September 9, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:00pm. Present were Trustees Haight, Knowlton, Pentzer, Schoonover, and Smith. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Dennis Fredrickson, Kelcey Evans, Michelle Mendenhall, Bill Heath, and Gail Lowe. Trustee Haight presided at the meeting.

Trustee Schoonover moved that the consent agenda be approved as presented. Trustee Pentzer seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #32710 – 32754 totaling \$99,242.36. A vote was taken and the motion passed.

Steve Clack of Goffinet and Clack was on hand to present the Audit Report for the 2018-2019 Fiscal Year. He highlighted the improved financial health of the district and that the audit opinion is clean. Trustee Pentzer moved and Trustee Schoonover seconded to approve the Audit Report as presented. A vote was taken and the motion passed.

A walk-through of the school was held. Highlights that were viewed included the following.

- The repaired overhang on the end of the Elementary Wing.
- The repaired connection of the breezeway to the gym.
- The newly installed doors on the gym and the weight room.
- The fence to control access to the football field.

The Coach's Handbook was discussed again. Principal Fredrickson has made numerous edits to the document and handed out the latest version. The item will be on the agenda to review next month. No action taken.

Gail Lowe of Harlow's presented the bus routes and changes were noted for the new school year. Most of the routes have minimal change. Trustee Pentzer moved and Trustee Knowlton seconded to approve the bus routes as presented. A vote was taken and the motion passed.

Superintendent Hatfield presented the latest draft of the Continuous Improvement Plan, copies of which she handed out. She noted the information that was updated. The document will be submitted and will be on the agenda next month for approval.

The plan developed by members of the Leadership Premium Committee was presented to the board. Trustee Smith moved and Trustee Schoonover seconded to approve the plan as presented. A vote was taken and the motion passed.

The new hire of Jared McIlvain as Assistant Football Coach for the Lewis County Eagles was presented to the board. Trustee Pentzer moved and Trustee Smith seconded to approve the new hire as presented. A vote was taken and the motion passed.

Principal Fredrickson highlighted several items.

The school year is off to a positive start. Staff and students are promoting “The Highland Way.”

Homecoming is next week.

Fall sports are well underway.

Superintendent Hatfield highlighted several items.

Enrollment in the elementary is 95.

Benchmarks were reviewed.

The district was awarded a Nez Perce Tribe Local Education Grant of \$9,000.

Trustee Haight declared the meeting adjourned at 8:26pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
 School Board Minutes
 Regular Meeting
 October 14, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:04pm. Present were Trustees Haight, Knowlton, Pentzer, and Schoonover. Trustee Smith was absent. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Dennis Fredrickson, Kelcey Evans, and Michelle Mendenhall. Trustee Haight presided at the meeting.

Trustee Pentzer moved that the consent agenda be approved as presented. Trustee Schoonover seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #32755 – 32756 and checks #32761 – 32812 totaling \$95,910.50. A vote was taken and the motion passed.

Trustee Haight along with Debi Schoonover and Michelle Mendenhall attended the ISBA Region 2 meeting in Lewiston last month. Trustee Haight talked about the discussion at the meeting regarding resolutions and the new career-technical school that will be opened in conjunction with the new Lewiston High School.

The Coach’s Handbook was discussed again. No new things were discussed. A cleaned up version will be presented and the item will be on the agenda for approval as an action item next month.

The Continuous Improvement Plan was presented to the board. It has already been posted on the website and submitted to the State. Superintendent Hatfield reviewed the pertinent items and revisions. Trustee Schoonover moved and Trustee Knowlton seconded to approve the Continuous Improvement Plan as presented. A vote was taken and the motion passed.

Clerk Weeks reviewed proposed fee changes as detailed below.

High School Gate Fees	<u>Was</u>	<u>Proposed</u>
Adult	\$ 5.00	\$ 6.00
Senior Citizen Age 62+	2.00	3.00
Students 7-12	4.00	5.00
Students K-6	3.00	4.00
Family (2 adults and up to 4 kids)		15.00
Middle School Gate Prices		
Adult	\$ 3.00	\$ 4.00
Senior Citizen Age 62+	2.00	3.00
Students K-12	2.00	3.00
Family (2 adults and up to 4 kids)		10.00
Season Passes		
Adult	\$ 35.00	\$ 50.00
Seniors 62+	25.00	25.00
Adult Couple	50.00	75.00

HIGHLAND JOINT SCHOOL DISTRICT #305
 School Board Minutes
 Regular Meeting
 November 11, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:01pm. Present were Trustees Haight, Knowlton, Pentzer, and Smith. Trustee Schoonover was absent. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Michelle Mendenhall. Trustee Haight presided at the meeting.

Trustee Knowlton moved that the consent agenda be approved as presented. Trustee Pentzer seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #32818 – 32863 totaling \$77,888.01. A vote was taken and the motion passed.

Trustee Haight, Trustee Schoonover, Superintendent Hatfield, and Clerk Weeks attended the ISBA Convention in Coeur d’Alene last week. The attendees present talked about the sessions attended and what was learned.

The Fee Increase Hearing was held. No one was present to provide input.

Clerk Weeks reviewed proposed fee changes as detailed below.

High School Gate Fees	<u>Was</u>	<u>Proposed</u>
Adult	\$ 5.00	\$ 6.00
Senior Citizen Age 62+	2.00	3.00
Students 7-12	4.00	5.00
Students K-6	3.00	4.00
Family (2 adults and up to 4 kids)		15.00
Middle School Gate Prices		
Adult	\$ 3.00	\$ 4.00
Senior Citizen Age 62+	2.00	3.00
Students K-12	2.00	3.00
Family (2 adults and up to 4 kids)		10.00
Season Passes		
Adult	\$ 35.00	\$ 50.00
Seniors 62+	25.00	25.00
Adult Couple	50.00	75.00
Family (2 adults and up to 4 kids)	100.00	150.00
Driver’s Education – Effective July 1, 2020		
In District Student	100.00	125.00
Out of District Student	125.00	150.00

The athletic gate fees are being proposed to be increased to align with the Whitepine League and due to increased costs. The driver's education fees are being proposed to be increased to recover more of the cost of the program.

Trustee Pentzer moved and Trustee Smith seconded to approve the proposed fee increases as outlined. A vote was taken and the motion passed.

The Coach's Handbook was discussed again. A better cleaned up version was requested to be presented and the item will be on the agenda for approval as an action item next month.

No Trustee Election was required to be held on November 5 as only one candidate filed for each open position as follows.

- Zone 1 – 4 Year Term – Debi Schoonover
- Zone 3 – 4 Year Term – Michelle Mendenhall
- Zone 4 – 2 Year Term – Monica Smith

Trustee Knowlton moved and Trustee Pentzer seconded to declare the trustee candidates elected as outlined. A vote was taken and the motion passed.

Superintendent Hatfield highlighted several items.

- Enrollment in the elementary is 97.
- Muffins for Moms was well attended.
- The Leadership team is meeting and working on accreditation.

Trustee Haight declared the meeting adjourned at 7:37pm.

Board Chair

Clerk

Date

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
December 9, 2019

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:02pm. Present were Trustees Haight, Schoonover, Pentzer, and Smith. Trustee Knowlton was absent. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Michelle Mendenhall, Jennifer Crow, and Jamy Ray. Trustee Haight presided at the meeting.

Trustee Pentzer moved that the consent agenda be approved as presented. Trustee Schoonover seconded the motion. The consent agenda included minutes of the last meeting and certain current bills of this school district to be paid as presented: checks #32873 – 32913 totaling \$71,652.00. A vote was taken and the motion passed.

Trustee Pentzer was recognized and presented with a plaque reflecting his 15 years of service as a trustee. He first served two three-year terms from 1998-2004. He was then appointed in 2010 to fill a vacancy and has served just over nine years this time for a total of 15 years.

Clerk Weeks discussed the current financial status of the District. Things are holding steady again this year, with no big surprises yet and that our fund balance is on track to be nearly the same as last year. A discussion was held that the levy did not need to be raised but that it was still not prudent to reduce it at this time. Trustee Pentzer moved to have a Supplemental Levy Election on March 10, 2020 and leave the amount the same at \$499,000 for one year. Trustee Schoonover seconded the motion. A vote was taken and the motion passed.

The matter of the Alternative Authorizations of two candidates was presented to the board. There is a need in the District for the roles that certification will allow for each request.

- Special Education Teacher – Jamy Ray
- Science Teacher – Carole Davis

Trustee Smith moved and Trustee Schoonover seconded to approve the Alternative Authorizations as listed. A vote was taken and the motion passed.

The new hire of Michele Anderson as Concessions Advisor was presented to the board. Trustee Schoonover moved and Trustee Smith seconded to approve the new hire as presented. A vote was taken and the motion passed.

Superintendent Hatfield highlighted several items.

Enrollment in the elementary is 95. Accreditation is 90% complete. Water fountain/bottle refill units are ready to be installed. The Elementary Concert is on the 12th at 6:30. The Elementary Play is on the 19th at 2:00. Dental Sealants are scheduled for January 7th and 8th.

Trustee Haight declared the meeting adjourned at 7:23pm.

Board Chair

Clerk

Date