

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
January 8, 2018

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:03 p.m. Present were Trustees Haight, Widmier, Knowlton, and Pentzer. Also attending was Clerk Weeks, Superintendent Baumberger, and Principal Hatfield. The audience included Chad Crow, Andrew Beck, Amanda Beck, and Josette Nebeker. Vice Chair Haight presided at the meeting.

Trustee Pentzer moved that the consent agenda be approved. Trustee Widmier seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31737 - 31738, 31747 – 31781 totaling \$59,316.22. A vote was taken and the motion passed.

The Superintendent Evaluation Tool item was moved to the end of the agenda.

The Job Descriptions for Lead Cook and Cook were reviewed again. Daily duties were also included for review. No changes were deemed to be needed. No action taken.

Principal Hatfield talked about enrollment at the school, with 95 in K-6, and 78 in 7-12 for a total of 173. Over 70% of secondary students are on the honor roll.

A work session was held to work on the Superintendent Evaluation Tool. Revisions were discussed and the document will be on the agenda next month.

With no further business to come before the board, Vice Chair Haight declared the meeting adjourned at 8:03pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
February 12, 2018

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, Widmier, Knowlton, and Pentzer. Also attending was Clerk Weeks, Superintendent Baumberger, and Principal Hatfield. The audience included Teresa Randall, Alia Riggers, Danette Horrocks, Jennifer Crow, Chad Crow, Monica Smith, Kayla Zenner, Lindsey Woltering, Michelle Anderson, Julie Yochum, Andrea McMillion, Josette Nebeker, Connie Pentzer, Andrew Beck, one other person, and Steve Wherry. Vice Chair Haight presided at the meeting.

Trustee Pentzer moved that the consent agenda be approved. Trustee Widmier seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31787 - 31824 totaling \$62,487.38. A vote was taken and the motion passed.

The latest draft of the Superintendent Evaluation Tool item was presented to board. Trustee Pentzer moved and Trustee Widmier seconded to approve the latest draft as presented. A vote was taken and the motion passed.

Two applications were received for appointment to the open seat in Zone 1. One candidate was unable to attend due to the flu. The consensus was to table it until next month so both candidates could attend. No action taken.

The resignation of David Palmer, Language Arts Teacher, at the end of the school year was received. Trustee Widmier moved and Trustee Knowlton seconded to accept the resignation. A vote was taken and the motion passed.

The resignation of Superintendent Brad Baumberger, effective at the end of his contract on June 30, 2018, was presented to the board. Trustee Pentzer moved, with deep regret, to accept this resignation. Trustee Widmier seconded the motion which was passed.

Principal Hatfield talked about enrollment at the school, with 95 in K-6, and 80 in 7-12 for a total of 175. She talked about current and upcoming events including the scheduling of Senior Project Presentations.

Trustee Pentzer moved and Trustee Widmier seconded to enter Executive Session under Idaho Code 74-206(1) (b) for a student issue and a personnel issue. A roll call vote was taken with all four board members present voting aye at 7:33pm. The general tenor was discussion of a student issue and a personnel issue. Trustee Knowlton moved and Trustee Widmier seconded to leave executive session. A vote was taken and the motion passed at 7:53pm.

No action was taken after Executive Session.

With no further business to come before the board, Vice Chair Haight declared the meeting adjourned at 8:03pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
March 12, 2018

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, Widmier, Knowlton, and Pentzer. Also attending was Clerk Weeks, Superintendent Baumberger, and Principal Hatfield. The audience included Teresa Randall, Jennifer Crow, Chad Crow, Nathan Stigum, Sarah Murt, Debi Schoonover, and Steve Wherry. Vice Chair Haight presided at the meeting.

Trustee Pentzer moved that the consent agenda be approved. Trustee Widmier seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31833 - 31873 totaling \$63,598.12. A vote was taken and the motion passed.

Jennifer Crow, English Teacher, talked about a part of her Master's Program. It begins on April 2 and involves research into writing in small school districts. Students in her classes are part of the project.

Community Service requirements for the Senior Project were discussed. Our District seems to be the only one in the neighborhood that has such a requirement. Concern was expressed that with the involvement many of our students have in multiple activities, any extra community service requirements are just too much. It will be an agenda item next month.

Two Trustees attended the Day on The Hill event in February. Trustee Widmier found it to be very informative. Trustee Haight echoed those comments. This led to a discussion on current bills before the legislature.

Two applications were received for appointment to the open seat in Zone 1, Chad Crow and Debi Schoonover. Both candidates were asked questions and were invited to offer comments. After some discussion back and forth, Trustee Pentzer moved and Trustee Widmier seconded to appoint Debi Schoonover to fill the position. A vote was taken and the motion passed. She will be sworn in at the next regular meeting in April as per Idaho Code.

Principal Hatfield talked about enrollment at the school, with a total of 174. She talked about current and upcoming events including the final scheduling of Senior Project Presentations. She announced that the Valedictorians will be Jordan Pentzer and Morgan Weeks. The Salutatorian is Logan Droegmiller. She also talked about her work on next year's calendar.

Trustee Pentzer moved and Trustee Widmier seconded to enter Executive Session under Idaho Code 74-206(1) (a) and (b) for personnel issues. A roll call vote was taken with all four board members present voting aye at 8:07pm. The general tenor was discussion of personnel issues. Trustee Widmier moved and Trustee Knowlton seconded to leave executive session. A vote was taken and the motion passed at 8:52pm.

The Superintendent Evaluation was presented to the board. Trustee Widmier moved and Trustee Pentzer seconded to approve the Superintendent Evaluation as presented. A vote was taken and the motion passed.

Several applications for Superintendent were considered. As required by Idaho Code Section 74-106, the applicants considered were Thomas Graves of Abingdon, Virginia, Sarah Hatfield of Craigmont, Idaho, Lester McCormick of LaGrande, Oregon, and Andrea McMillion of Nezperce, Idaho. Trustee Pentzer moved and Trustee Widmier seconded to hire Sarah Hatfield as the Superintendent for the 2018-2019 fiscal year under an alternate route to certification. She was deemed to be the best applicant for the District. She is close to completing the required program through Northwest Nazarene University. A vote was taken and the motion passed.

Our current Science Teacher, Sarah Murt, was hired under an alternate route to certification last summer. She has indicated she does not plan to return. Trustee Knowlton moved and Trustee Pentzer seconded to declare a vacancy so the District can begin the search for another science teacher. A vote was taken and the motion passed.

Trustee Pentzer moved and Trustee Widmier seconded to adjourn. A vote was taken and the motion passed.

Vice Chair Haight declared the meeting adjourned at 8:55pm.

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Board Chair

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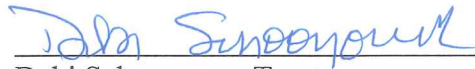
Clerk

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Date

**TRUSTEE'S OATH OF OFFICE  
HIGHLAND JOINT SCHOOL DISTRICT #305  
Lewis, Nez Perce, and Idaho Counties  
State of Idaho**

I do solemnly swear that I will support the Constitution of the United States, and the Constitution of the State of Idaho, and that I will faithfully discharge the duties of the office of Trustee of Joint School District #305 in Lewis, Nez Perce, and Idaho Counties, State of Idaho, according to the best of my ability.

  
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Debi Schoonover, Trustee

Dated this 9<sup>th</sup> day of April, 2018.

  
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Nathan Weeks, Clerk

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
April 9, 2018

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, Widmier, Knowlton, Pentzer, and Schoonover. Also attending was Clerk Weeks, Superintendent Baumberger, and Principal Hatfield. The audience included Jennifer Crow, Sarah Murt, Josette Nebeker, and Danette Horrocks. Vice Chair Haight presided at the meeting.

Clerk Weeks administered the Oath of Office to Debi Schoonover of Zone 1, who was appointed at the meeting last month.

Trustee Pentzer moved that the consent agenda be approved. Trustee Widmier seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31880 - 31922 totaling \$65,059.54. A vote was taken and the motion passed.

Community Service requirements for the Senior Project were discussed again. Community Service Requirements for various clubs such as FFA, BPA, and National Honor Society were also considered. There is no State requirement for community service as part of a senior project. Trustee Pentzer moved that there be no community service requirement for senior projects at Highland. Trustee Widmier seconded the motion which was passed. Part of the discussion included that it will be spelled out in the updated Student Handbook.

The calendar for the 2018-2019 School Year was presented to the board. School will start on August 27, 2018 and end on June 5, 2019. The last day for the Elementary School will be May 30, 2019. Graduation will be on June 1, 2019 at 1:00pm. Trustee Widmier moved and Trustee Schoonover seconded to approve the calendar as presented. A vote was taken and the motion passed.

After some discussion, Trustee Widmier and Trustee Knowlton agreed to be Board representatives for upcoming negotiations with the Highland Education Association.

The Audit Engagement for the 2017-2018 Fiscal Year with Goffinet and Clack was presented to the Board. Trustee Pentzer moved and Trustee Widmier seconded to approve the Audit Engagement as presented. A vote was taken and the motion passed.

Principal Hatfield talked about enrollment at the school, with a total of 174, the same as last month. She talked about current and upcoming events including the date for Senior Project Presentations (May 9 at 10:00am), Kindergarten screening, Prom as well as successes at the FFA State Convention.

Trustee Knowlton moved and Trustee Pentzer seconded to enter Executive Session under Idaho Code 74-206(1) (a) and (b) for personnel issues. A roll call vote was taken with all five board members present voting aye at 7:37pm. The general tenor was discussion of personnel issues. Trustee Widmier moved and Trustee Knowlton seconded to leave executive session. A vote was taken and the motion passed at 8:17pm.

The following personnel actions were presented to the Board.

- Resignation – Sarah Murt – Effective April 23, 2018
- New Hire – Volleyball Coach – Tami Church
  - Assistant Volleyball Coach – Amy Arnzen
  - Junior High Volleyball Coach – Amy Arnzen
- Rehire Returning Coaches for the 2018-2019 School Year
 

– Cross Country	Kelley Hewett
– Football	Monty Moddrell
– Boys Basketball	Patty Weeks
– Boys Basketball Assistant	Ariel Bencomo
– Junior High Boys Basketball	Jeremiah Wynott
– Girls Basketball Co-Coach	Brett Arnzen
– Girls Basketball Co-Coach	Monty Moddrell

Trustee Knowlton moved and Trustee Schoonover seconded to approve the listed personnel actions as presented. A vote was taken and the motion passed.

Interviews were held with four Principal candidates. Trustee Pentzer moved to approve the hire of Zack Mower of Utah as 7-12 Principal and Athletic Director pending the satisfactory outcome of reference checks. Trustee Widmier seconded the motion which was passed.

Vice Chair Haight declared the meeting adjourned at 8:25pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Special Meeting  
April 18, 2018

The Board of Trustees of Joint School District #305 met in special session in the library of the school at 7:02pm. Present were Trustees Haight, Widmier, Knowlton, Schoonover, and Pentzer. Also attending was Clerk Weeks, Superintendent Baumberger, and Principal Hatfield. The audience included Lindsey Woltering. Vice Chair Haight presided at the meeting.

Trustee Pentzer moved and Trustee Schoonover seconded to enter Executive Session under Idaho Code 74-206(1)(a) for a personnel issue. A roll call vote was taken with all five board members present voting aye at 7:02pm. The general tenor was discussion of a personnel issue. Trustee Pentzer left the meeting at 7:27pm. Trustee Widmier moved and Trustee Schoonover seconded to leave executive session. A vote was taken and the motion passed at 7:33pm.

The new hire of Dennis Fredrickson as 7-12 Principal and Athletic Director was presented to the Board. Trustee Schoonover moved and Trustee Widmier seconded to approve this new hire as presented. A vote was taken and the motion passed.

Trustee Knowlton moved and Trustee Widmier seconded to adjourn. A vote was taken and the motion passed.

Vice Chair Haight declared the meeting adjourned at 7:41pm.

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Board Chair

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Clerk

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Date



HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
May 14, 2018

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 Widmier, Knowlton, Pentzer, and Schoonover. Trustee Haight was absent. Also attending was Clerk Weeks, Superintendent Baumberger, and Principal Hatfield. The audience included Jennifer Crow, Connie Pentzer, and Holly Droegmiller. Trustee Pentzer presided at the meeting.

Trustee Widmier moved that the consent agenda be approved. Trustee Knowlton seconded the motion. The consent agenda included certain current bills of this school district to be paid as presented: checks #31928 - 31966 totaling \$70,406.87. A vote was taken and the motion passed.

Connie Pentzer, Librarian, gave a report on her activities, a recent grant, and talked about the future of the library of the school.

The Master Agreement for the 2018-2019 School Year was presented to the Board. Key items agreed to included: a 4% raise, change from Regence to Statewide Schools (Blue Cross), and update the Sick Leave Bank language. Trustee Widmier moved and Trustee Schoonover seconded to approve the Master Agreement as presented. A vote was taken and the motion passed.

The proposal to change the health insurance carrier from Regence to Statewide Schools Self-Funded Benefit Trust (Blue Cross) was presented to the board. The expected premium increase from Regence along with the HSA Contribution is slightly more than the quote from Statewide Schools. Having switched to Regence two years ago, the premium based on the new rating from Statewide Schools is less than what it would have been if the District had stayed with Statewide Schools. Trustee Widmier moved and Trustee Knowlton seconded to approve the change as presented. A vote was taken and the motion passed.

Principal Hatfield talked about enrollment at the school, with a total of 174, again the same as last month. She talked about successes at the BPA National Convention and the District Track Meet. She also talked about the class schedule for next year as well as activities at the end of the school year.

Trustee Schoonover moved and Trustee Widmier seconded to enter Executive Session under Idaho Code 74-206(1) (a) for personnel issues. A roll call vote was taken with all four board members present voting aye at 7:39pm. The general tenor was discussion of personnel issues. Trustee Widmier moved and Trustee Schoonover seconded to leave executive session. A vote was taken and the motion passed at 7:54pm.

The following personnel actions were presented to the Board.

- Resignation – Paraprofessional – Connie Pentzer
- Kindergarten Teacher – Christy Rosenau

Trustee Widmier moved and Trustee Schoonover seconded to accept the resignations as presented. Trustee Pentzer added in discussion that it was with regret. A vote was taken and the motion passed.

The following personnel actions were presented to the Board.

- New Hire – Science Teacher – Carole Davis
- Middle School Teacher – Alexandra Sisk

Trustee Knowlton moved and Trustee Widmier seconded to approve the new hires as presented. A vote was taken and the motion passed.

The following list of Certified Staff returning for the 2018-2019 School Year was presented to the board.

Michelle Anderson  
Chris Cowan  
Jennifer Crow  
Becky Finnell  
Bill Gehring  
Terrie Hines  
Danette Horrocks  
Josette Nebeker  
Teresa Randall  
Alia Riggers  
Lindsey Woltering  
Julie Yochum  
Kayla Zenner

Extra-Curricular

Music Chris Cowan  
Band Chris Cowan

Advisor

BPA Terrie Hines  
Yearbook Terrie Hines  
Photography Terrie Hines

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

Trustee Pentzer declared the meeting adjourned at 8:03pm.

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Clerk

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Board Chairman

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
June 11, 2018

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, Widmier, Knowlton, Pentzer, and Schoonover. Also attending was Clerk Weeks and Superintendent Baumberger. The audience included Josette Nebeker. Trustee Haight presided at the meeting.

Trustee Widmier moved that the consent agenda be approved. 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 #31974 - 32014 totaling \$87,614.21 and check 32015 in the amount of \$16,890.50. A vote was taken and the motion passed.

Ag Teacher Josette Nebeker gave a report on her activities as part of the Idaho Quality Program Standard (IQPS) program. She reviewed the handouts celebrating student successes this past school year and the IQPS ratings. Also highlighted were the equipment purchases made as a result of grants. Progress is being made on standards with most maintaining high marks with some improvements happening as well. All agreed it has been a busy and successful year.

The Budget Hearing for the 2018-2019 Budget was held. Clerk Weeks reviewed the entire budget, noting various changes. Notable changes in the budget included funding increases from the State, a 4% pay increase for staff and reduction to one person in the Food Service program. This last change will reduce the general fund support for that program. Trustee Pentzer moved and Trustee Widmier seconded to approve the 2018-2019 Budget as presented. A vote was taken and the motion passed.

The High School Handbook was reviewed. Various corrections and suggestions were made. The item will be on the July agenda for action. No action taken.

The first group of iPads that were purchased starting in early 2012 have reached the end of their useful life due to the advancement in applications. Some are also nearing a state of disrepair. The iPads on the list that was presented will be traded in for newer devices such as Chromebooks. Trustee Knowlton moved and Trustee Schoonover seconded to surplus 36 iPads as detailed on a list presented to the board. A vote was taken and the motion passed.

The date of the July Meeting was discussed. It will remain on the second Monday of the month, the 9<sup>th</sup>.

Trustee Haight presented a plaque to Superintendent Baumberger recognizing his five years of service to the District. Trustee Pentzer expressed his regret that Superintendent Baumberger is leaving.

No Executive Session was deemed to be needed.

The resignation of Kristin Mattson, Kitchen Assistant, was presented to the Board. Trustee Pentzer moved, "with deep regret," to accept this resignation. Trustee Widmier seconded the motion which was passed.

The new hire of Stacey Woodford as Kindergarten Teacher was presented to the Board. Trustee Knowlton moved and Trustee Pentzer seconded to approve this new hire as presented. A vote was taken and the motion passed.

Trustee Knowlton moved and Trustee Widmier seconded to approve the re-hire of the following coaches.

Track  
Junior High Track  
Baseball

Bill Gehring  
Matthew Ruth  
Brandon Randall

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.

Trustee Haight declared the meeting adjourned at 8:17pm.

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Board Chair

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Clerk

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Date

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
July 9, 2018

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, Widmier, Pentzer, and Schoonover. Trustee Knowlton was absent. Also attending was Clerk Weeks and Superintendent Hatfield. No one was in the audience.

Clerk Weeks opened the meeting at 7:00pm. Clerk Weeks then asked for nominations for Board Chair. Trustee Schoonover nominated Trustee Haight as Board Chair. Trustee Pentzer seconded the nomination. Trustee Widmier moved and Trustee Pentzer seconded to close nominations and declare Trustee Haight elected Board Chair. A vote was taken and the motion passed. Board Chair Haight then presided at the meeting starting at 7:05pm.

Trustee Pentzer moved and Trustee Widmier seconded to nominate and elect Trustee Knowlton as Vice Chair. A vote was taken and the motion passed.

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

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

Trustee Pentzer moved that the consent agenda be approved. Trustee Widmier 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 #32016, 32019 - 32052 totaling \$45,179.43. A vote was taken and the motion passed.

The High School Handbook was reviewed. Trustee Pentzer moved and Trustee Widmier seconded to approve the High School Handbook as presented and to allow reformatting to clean it up. A vote was taken and the motion passed.

There are three old welders in the shop that have been deemed ready to surplus. A Miller welder has a bad switch for which no parts are available. A Lincoln welder has parts missing and is no longer operable. Another welder is so old that a model cannot be found and looks as though it has been over 10 years since it was used. A local resident has expressed interest in the items for \$100 each and will haul them off. Trustee Schoonover moved and Trustee Widmier seconded to surplus the three welders as outlined. A vote was taken and the motion passed.

The resignation of Jeremiah Wynott, Junior High Boys Basketball Coach, was presented to the Board. Trustee Schoonover moved to accept this resignation. Trustee Pentzer seconded the motion, with regret. A vote was taken and the motion was passed.

The matter of updating banking signatories was discussed. A District savings and checking account at Cottonwood Credit is not being used. Former Trustee Erle Striebeck was a signer on the District account with Caped Credit Union. Former Superintendent Brad Baumberger was a signer on the District and ASB accounts at Cottonwood Credit Union. He was also a signer on the Caped Credit Union accounts. Trustee Pentzer moved and Trustee Schoonover seconded to update signatories as follows.

Close the District Savings and Checking accounts at Cottonwood Credit Union.  
Remove Erle Striebeck from the District account with Caped Credit Union.  
Remove Brad Baumberger from the above referenced accounts.

Add Sarah Hatfield to the District Accounts at Caped Credit Union.  
Add Vice Chair Knowlton to the District Accounts at Caped Credit Union.  
Add Dennis Fredrickson to the ASB accounts at Cottonwood Credit Union.

A vote was taken and the motion passed.

The date of the August Meeting was discussed. It will remain on the second Monday of the month, the 13<sup>th</sup>.

Superintendent Hatfield talked about developing goals which include a committee for School Safety and Crisis Management. Advertising will begin for a para-professional. She also reviewed ISAT scores.

Trustee Haight declared the meeting adjourned at 7:39pm.

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Board Chair

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Clerk

\_\_\_\_\_  
Date

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
August 13, 2018

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 Widmier was absent. Also attending was Clerk Weeks and Superintendent Hatfield. Dennis Fredrickson, Terrie Hines and Steve Wherry were in the audience.

Trustee Pentzer moved that the consent agenda be approved. 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 #32055 - 32089 totaling \$53,061.99. A vote was taken and the motion passed.

A walk-through of the facilities was held, starting in the Elementary Wing and ending at the Baseball Field.

Superintendent Hatfield reviewed the rough draft of the Continuous Improvement Plan, requesting feedback before the final draft is put on the Agenda next month for approval.

Superintendent Hatfield reviewed ISAT scores. While disappointing, she and staff are working on a plan to address the student results and improve scores.

The Idaho School Boards Association (ISBA) Resolution regarding Adequate Funding for Full-Day Kindergarten was reviewed by the board. Trustee Pentzer moved and Trustee Schoonover seconded to approve supporting this resolution. A vote was taken and the motion passed.

After attending the ISBA Summer Leadership Institute, the impact of having posting places a distance from the school was covered. To that end, Trustee Pentzer moved and Trustee Knowlton seconded to change the designated agenda posting place at the Winchester Post Office to an optional courtesy posting. A vote was taken and the motion passed.

The resignation of Terrie Hines, Business Teacher, at the end of the 2018-2019 school year was presented to the Board. Trustee Schoonover moved, "with very deep regret" to accept this resignation. Trustee Knowlton seconded the motion, which was passed.

David Widmier, Trustee in Zone 4, has tendered his resignation from the board, effective immediately. Trustee Pentzer moved to regrettably declare a Vacancy in Zone 4 and begin advertising. Trustee Schoonover seconded the motion which was passed.

Secondary Principal Fredrickson gave his first report to the board. He is excited for the coming year and gave general updates about the status of fall sports. Unfortunately, only 2 students turned out for Cross Country, so Highland will not have a program this year. He was able to contact Nezperce High School and those students can participate with their new program.

Superintendent Hatfield talked about the upcoming Title I monitoring process, after school activity possibilities and upcoming events.

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

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Board Chair

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Clerk

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Date



HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
September 10, 2018

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, and Schoonover. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Gail Lowe, Monica Smith, DeeDee Morris, Steve Wherry and two others. Trustee Haight presided at the meeting.

Trustee Pentzer moved that the consent agenda be approved. Trustee Knowlton 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 #32092 - 32145 totaling \$49,762.50. A vote was taken and the motion passed.

Steve Clack of Goffinet and Clack was present to discuss his audit findings. He reviewed the report and noted no issues. Trustee Knowlton moved and Trustee Schoonover seconded to accept the audit report as presented. A vote was taken and the motion passed.

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

Superintendent Hatfield talked about the latest draft of the Continuous Improvement Plan that she handed out. She noted the information that was updated. Trustee Schoonover moved and Trustee Knowlton seconded to approve the plan. A vote was taken and the motion passed.

Two new hires were presented to the board.

- Paraprofessional - Robert Nida
- Junior High Football Coach - LC Eagles - John Roeller

Trustee Pentzer moved and Trustee Schoonover seconded to approve the new hires. A vote was taken and the motion passed.

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

Seventh grade class advisor - Alexandra Sisk  
Eighth grade class advisor - Bill Gehring  
Ninth grade class advisor - Chris Cowan  
Tenth grade class advisor - Terrie Hines  
Eleventh grade class advisor - Josette Nebeker  
Twelfth grade class advisor - Jennifer Crow

Trustee Knowlton moved and Trustee Schoonover seconded to approve the new hires. A vote was taken and the motion passed.

A revision was required to have enough hours in the calendar for the Seniors. 2.5 hours were added on Friday, May 21, 2019. Trustee Pentzer moved and Trustee Schoonover seconded to approve the calendar update. A vote was taken and the motion passed.

The First Reading of the following policies was held.

- Policy 700.10 – Public Procurement of Goods and Services
- Policy 700.10a – Supplemental Bidding Procedures
- Policy 700.10b – Public Works Contracting and Procurement
- Policy 725 – Purchasing under a Federal Award

The changes met requirements identified by the State Department of Education School Lunch Program. Trustee Pentzer moved to dispense with a second reading and to approve the listed policies. Trustee Schoonover seconded the motion which was passed.

Two candidates, Monica Smith and DeeDee Morris, had turned in a letter of interest to be appointed to Zone 4 to replace David Widmier, who resigned last month. A short presentation was made by each candidate followed by a question and answer session. Trustee Schoonover moved to appoint Monica Smith to serve until the next election in November, 2019. At that time, she will have to run for the remainder of the unexpired term. After some discussion, Trustee Knowlton seconded the motion. A vote was taken and the motion passed. Monica will be sworn in at the next regular meeting in October.

Principal Frederickson handed out a report and highlighted topics on it. Homecoming is next week. The new teachers are settling in well.

Superintendent Hatfield highlighted her meeting schedule. She is looking into an intercom system.

Trustee Pentzer moved and Trustee Knowlton seconded to enter Executive Session under Idaho Code 74- 206(1) (b) for a student issue. A roll call vote was taken with all four board members present voting aye at 8:22pm. The general tenor was discussion of a student issue. Trustee Pentzer moved and Trustee Schoonover seconded to leave executive session. A vote was taken and the motion passed at 8:50pm.

Trustee Haight declared the meeting adjourned at 8:51pm.

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Board Chair	Clerk	Date
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HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
October 8, 2018

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, Schoonover, and Smith. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Dennis Fredrickson, Alia Riggers, Jennifer Crow, and Steve Wherry. Trustee Haight presided at the meeting.

Clerk Weeks administered the Oath of Office to Monica Smith of Zone 4, who was appointed at the meeting last month.

Trustee Knowlton moved that the consent agenda be approved. 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 #32146 – 32148 and 32153 - 32193 totaling \$83,978.83. A vote was taken and the motion passed.

Trustee Schoonover moved and Trustee Smith seconded to amend the agenda to add the following item.

- New Hire – Junior High Boys Basketball Coach – DeDe Goeckner

The item came up after the agenda was posted. The season starts soon and she was the only applicant to agree after the position being vacant since June. A vote was taken and the motion passed.

Superintendent Hatfield talked about the Title I monitoring review that has begun. She talked about the various components and things that will need to be done to complete the review which ends with a site visit in March.

Trustee Haight reviewed the happenings at the ISBA Region II meeting held on September 26 in Lewiston. This mainly included the resolutions that will be considered at the convention in November.

Superintendent Hatfield handed out a sheet which listed the topics available for training through SafeSchools. Various options were discussed. The topic will be reviewed again in November.

Two personnel changes were presented to the board.

- from Co-Coach to Head Girls Basketball Coach – Brett Arnzen
- from Co-Coach to Assistant Girls Basketball Coach – Monty Moddrell

Trustee Knowlton moved and Trustee Schoonover seconded to approve the personnel changes. A vote was taken and the motion passed.

The following new hire was presented to the board.

- New Hire – Junior High Boys Basketball Coach – DeDe Goeckner

Trustee Schoonover moved and Trustee Smith seconded to approve the new hire. A vote was taken and the motion passed.

Principal Frederickson handed out a report and highlighted topics on it. He is very positive on the outlook for the school.

Superintendent Hatfield highlighted topics on her report. She and a group are travelling to looking into an intercom system. Enrollment is steady in the Elementary although some students have come and gone.

Trustee Haight declared the meeting adjourned at 8:25pm.

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Board Chair

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Clerk

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Date

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
November 12, 2018

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 7:08 pm. 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, Chad Crow, and Jennifer Crow. Trustee Haight presided at the meeting.

Trustee Pentzer moved that the consent agenda be approved. 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 #32201 – 32263 totaling \$96,868.70. A vote was taken and the motion passed.

The training topics available through SafeSchools that trustees could take was discussed. Superintendent Hatfield will get the logins to everyone to move things forward. Some staff have done topics for homeless students and emergency topics for the crisis team.

Superintendent Hatfield held a Title I presentation. She talked about what the Title I program is, how our district qualifies, and how it is used.

The resignation of Amy Arnzen as Junior High Volleyball Coach was presented to the board. Trustee Knowlton moved, and Pentzer seconded, with regrets, to accept the resignation. A vote was taken and the motion passed.

A First Reading of the following policies was held.

- Policy 821.1 - Facility Use Agreement
- Policy 705 – Records Management
- Policy 706 – Retention of District Records
- Policy 110.4 – Board Membership
- Policy 110.5 – Elections
- Policy 140.1 – Meetings
- Delete Policy 110.7 – Notice Requirements

Several items were pointed out for revision. The policies will be brought back for a second reading next month.

The matter of changing the time of the December 10 regular meeting was presented to the board. The consensus was to change the time to 6:00 pm in order to accommodate the Elementary Concert. Notice of the meeting will be posted as required.

Principal Frederickson handed out a report and highlighted topics on it. Noteworthy events held recently include today's Veteran's Day presentation, Family Reading Night, and club events. He discussed the ending of the fall sports and the beginning of the winter sports. He attended NW Rise in Portland last week with two teachers and found the collaboration to be very worthwhile.

Superintendent Hatfield highlighted topics on her report. Enrollment is steady in the Elementary with 95 students with two more starting on Wednesday. She showed pictures of the students in an “H” formation on the football field that was taken by a drone flown by Pete Gertonson. She talked more about SafeSchools topics and smoke detectors. Her trip to Missoula with staff members to look at a school intercom and bell system was discussed. A couple of quotes were received. Compunet representatives also did a walk-through to look at security options.

Upcoming topics in early research and discussion include Kindergarten every day and preschool for 4-year olds.

Trustee Haight declared the meeting adjourned at 8:34pm.

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Board Chair

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Clerk

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Date

HIGHLAND JOINT SCHOOL DISTRICT #305  
School Board Minutes  
Regular Meeting  
December 10, 2018

The Board of Trustees of Joint School District #305 met in regular session in the library of the school at 6:01pm. Present were Trustees Haight, Knowlton, and Schoonover. Trustee Smith arrived to take her seat at 6:03pm. Trustee Pentzer was absent. Also attending was Clerk Weeks and Superintendent Hatfield. The audience included Dennis Fredrickson and Steve Wherry. 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 meeting and certain current bills of this school district to be paid as presented: checks #32274 – 32215 totaling \$83,112.60. A vote was taken and the motion passed.

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 in 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 Knowlton moved to have a Supplemental Levy Election on March 12, 2019 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.

A Second Reading of the following policies was held.

- Policy 821.1 - Facility Use Agreement
- Policy 705 – Records Management
- Policy 706 – Retention of District Records
- Policy 110.4 – Board Membership
- Policy 110.5 – Elections
- Policy 140.1 – Meetings
- Delete Policy 110.7 – Notice Requirements

Headers will be added as appropriate. Trustee Schoonover moved and Trustee Smith seconded to approve the policy updates as presented. A vote was taken and the motion passed.

The following personnel items were presented to the board.

- New Hire – Junior High Volleyball Coach – Amanda Beck
- Junior High Wrestling Coach – Andrew Beck

Trustee Knowlton moved and Trustee Schoonover seconded to approve the new hires as presented. A vote was taken and the motion passed.

Principal Frederickson handed out a report and highlighted topics on it. This included club activities and the progress of sports seasons.

Superintendent Hatfield highlighted topics on her report. Enrollment is up slightly in the Elementary with 98 students. She has submitted an application for the food backpack program through the Idaho Food Bank. She 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.

Trustee Haight declared the meeting adjourned at 6:32pm.

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Board Chair

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Clerk

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Date