

HIGHLAND JOINT SCHOOL DISTRICT #305
School Board Minutes
Regular Meeting
August 14, 2023

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 Smith, Knowlton, Mendenhall, and Goeckner. Trustee Nesbitt was absent. Also attending was Superintendent Kellogg and Clerk Weeks. No one was in the audience.

Trustee Mendenhall 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 #35403 – 35443 totaling \$42,627.78 and checks \$35446-35450, 35452, 35454-35502 totaling \$207,168.99. The personnel report included the following.

Resignation – Custodian – Peggy Paul
– Volleyball Coach – Amy Arnzen

Athletic Hires – Volleyball Coach (change from Assistant) – Kaleigh Poxleitner
– Cross Country Coach – Dan Smith

A vote was taken and the motion passed with Trustee Smith abstaining.

Dan Coleman of Quest CPAs was on hand by telephone to present the Audit Report for the 2022-2023 Fiscal Year. He highlighted various items, the fast turnaround, and that the audit opinion is clean. Trustee Knowlton moved and Trustee Goeckner seconded to approve the Audit Report as presented. A vote was taken and the motion passed.

The trustee election filing period was noted. Three positions are up this year, Zones 1, 3, and 4.

The calendar was reviewed regarding graduation. More discussion will be held and brought back next month.

The athletic budgets were reviewed. This included the district budget and ASB accounts.

The School Handbooks with updates were presented to the board. There a few minor corrections involving spacing still to be made. Trustee Knowlton moved and Trustee Mendenhall seconded to approve the Handbooks with the noted corrections to be made. A vote was taken and the motion passed.

The Securing Our Future Grant was presented to the board. Trustee Knowlton moved and Trustee Mendenhall seconded to approve applying for this grant. A vote was taken and the motion passed.

The matter of adopting the 2018 Special Education Manual was presented to the board. Trustee Mendenhall moved and Trustee Knowlton seconded to adopt the 2018 Special Education Manual. A vote was taken and the motion passed.

A discussion was held about when to schedule another Board Workshop to work on the Superintendent goals and evaluation. Trustees will consult their schedules for the second and third weeks of September and get back to Clerk Weeks with available dates.

The First Reading of the following policies was held.

- Graduation Requirements – 415.01
- Parental Rights Policies
- 3# – Facilities Separated by Sex
- Required Elementary Instruction Offerings

Trustee Knowlton moved to dispense with a second reading and to approve Graduation Requirement – 415.01 as presented. Trustee Mendenhall seconded the motion which was passed.

Trustee Mendenhall moved and Trustee Knowlton seconded to bring the remaining policies back for a seconded reading next month. A vote was taken and the motion passed.


With the various safety related grant opportunities that come up, there is usually a time sensitive requirement to submit the grants. Trustee Mendenhall moved and Trustee Knowlton seconded to authorize Superintendent Kellogg to be the Safety Grant Decision Maker and submit the grants as required. A vote was taken and the motion passed.

The Safe Return to In-Person Instruction and Continuity of Services Plan (Pandemic Operations Plan) was presented to the board. There were no updates to be made except for dates. Trustee Knowlton moved and Trustee Mendenhall seconded to approve the plan as presented and discussed. A vote was taken and the motion passed.

Superintendent Kellogg let her report stand as presented but did point out the award of the Fresh Fruit and Vegetable Grant.

Inquiry was made about attendance at the ISBA Convention and Regional meetings. At least one trustee plans to attend each.

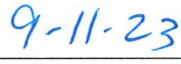
Trustee Smith declared the meeting adjourned at 8:20pm.



Board Chair



Clerk



Date