

Highland Local School District - Organizational Meeting

Highland Local School District Board of Education

Middle School Robotics Room

Wednesday, January 8, 2025

5:45pm - 6:00pm

Present: Nate Huffman, Superintendent; John Messmer, Board President; Eric Thacker, Board Member; Burgess Castle, Board Member; Kathy Belcher, Board Member; Jason Fleming, Treasurer; Board Member, Board Member

Absent: Bill Short, Board Vice President; Jessika Roberts, Assistant Treasurer

1 Call to Order

President Pro Temp

Minutes:

The meeting was called to order at 5:45 pm.

Attachments:

2 Pledge of Allegiance

President Pro Temp

Minutes:

Mr. Messmer led the Pledge of Allegiance

Attachments:

3 Roll Call

President Pro Temp

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Minutes:

Mr. Messmer called roll. Mr. Short was absent. All other members present

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments:

4 Election of Officers

President Pro Temp

___ moved to nominate ___ as Board President for 2025.

___ moved to close nominations.

___ moved to nominate ___ as Board Vice President for 2025.

___ moved to close nominations.

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Minutes:

Mr. Thacker moved to nominate Mr. Messmer as Board President for 2025. Mrs. Belcher seconded the motion. Mr. Thacker moved to close nominations. Mr. Messmer was elected Board President.

Mr. Thacker moved to nominate Mr. Short as Board Vice President for 2025. Mrs. Belcher seconded the motion. Mr. Messmer moved to close nominations. Mr. Short was elected Board Vice President.

Result: Approved

Resolution: 25-01-001 Election of Officers

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments:

5 Establish Regular Meeting Dates, Times, and Location

President

Resolution to approve the regular meetings of the Highland Local Board of Education for the 2025 calendar year be held the second Wednesday of every month starting at 6:00 pm in the middle school robotics room except June (June meeting to take place on the 25th).

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Result: Approved

Resolution: 25-01-002 Establish Regular Meeting Dates, Times, and Location

Motioned: Eric Thacker

Seconded: Kathy Belcher

Voter	Yes	No	Abstaining
John Messmer, Board President	X		

Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments:

6 Authorize Superintendent to Administer All Federal & State Programs

President

Resolution to authorize the Superintendent or his designee to administer all Federal and State Grant Programs for the District.

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Result: Approved

Resolution: 25-01-003 Authorize Superintendent to Administer All Federal & State Programs

Motioned: Eric Thacker

Seconded: Kathy Belcher

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments:

7 Appoint Purchasing Agent

President

Resolution to appoint the Superintendent as the Purchasing Agent for the District.

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Result: Approved

Resolution: 25-01-004 Appoint Purchasing Agent

Motioned: Eric Thacker

Seconded: Kathy Belcher

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		

Kathy Belcher, Board Member	X		
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Attachments:

8 Investment of Funds

President

Resolution to authorize the Treasurer to invest inactive and interim funds whenever active or interim funds are available for investment.

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Result: Approved

Resolution: 25-01-005 Investment of Funds

Motioned: Kathy Belcher

Seconded: Eric Thacker

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments:

9 Authorize Superintendent to Employ Temporary Personnel

President

Resolution to authorize the Superintendent to employ such temporary personnel as needed for emergency situations. Such employment shall be presented for approval by the Board at the next regular meeting.

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Result: Approved

Resolution: 25-01-006 Authorize Superintendent to Employ Temporary Personnel

Motioned: Kathy Belcher

Seconded: Eric Thacker

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments:

10 Authorize Superintendent to Accept Resignations

President

Resolution to authorize the Superintendent, on behalf of the Board, to accept resignations which have been submitted by employees during times when the Board is not in session, subject to ratification by the Board; provided however, that upon ratification by the Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance. This authorization will remain in effect through the January 2026 Organizational Meeting.

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Result: Approved

Resolution: 25-01-007 Authorize Superintendent to Accept Resignations

Motioned: Eric Thacker

Seconded: Kathy Belcher

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments:

11 Authorize Mileage Rate

President

Resolution to authorize the Superintendent to approve mileage reimbursement to employees who drive their personal vehicle in the performance of their duties as per our adopted schedule at the IRS mileage reimbursement rate of 70 cents for calendar year 2025.

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Result: Approved

Resolution: 25-01-008 Authorize Mileage Rate

Motioned: Eric Thacker

Seconded: Kathy Belcher

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		

Kathy Belcher, Board Member	X		
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Attachments:

12 Authorize Advance on Tax Settlements

President

Resolution to authorize the Treasurer to secure tax advances from the County Auditor when funds are available and payable to the District.

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Result: Approved

Resolution: 25-01-009 Authorize Advance on Tax Settlements

Motioned: Eric Thacker

Seconded: John Messmer

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments:

13 Authorize Payment of Bills

President

Resolution to authorize the Treasurer to pay bills approved by the purchasing agent via purchase order as they are presented, provided the funds are available, and to report those bills paid to the Board monthly (including Then & Nows above \$2,999).

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Result: Approved

Resolution: 25-01-010 Authorize Payment of Bills

Motioned: Eric Thacker

Seconded: Kathy Belcher

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments:

14 Establish Board Service Fund

President

Resolution to establish a Board Service Fund in the amount of \$1,000.

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Result: Approved

Resolution: 25-01-011 Establish Board Service Fund

Motioned: Eric Thacker

Seconded: Kathy Belcher

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments:

15 Food Purchases

President

Resolution to authorize the purchase of meals, refreshments, amenities, and recognition for the following: Board of Education Meetings, Student/Staff Recognition, Staff Professional Development, Start of School Meetings, End of School Meetings, Staff Appreciation, Student Achievement, Student Activities, and Curricular items.

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Result: Approved

Resolution: 25-01-012 Food Purchases

Motioned: Eric Thacker

Seconded: Kathy Belcher

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments:

16 Adjournment

President

Resolution to adjourn this meeting.

Roll Call: Kathy Belcher___ Burgess Castle___ John Messmer___ William Short___ Eric Thacker___

Minutes:

Meeting was adjourned at 5:53 pm.

Result: Approved

Resolution: 25-01-013 Adjournment

Motioned: Kathy Belcher

Seconded: Eric Thacker

Voter	Yes	No	Abstaining
John Messmer, Board President	X		
Eric Thacker, Board Member	X		
Burgess Castle, Board Member	X		
Kathy Belcher, Board Member	X		

Attachments: