

# 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

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**Minutes:**

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

**Attachments:**

### 2 Pledge of Allegiance

President Pro Temp

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**Minutes:**

Mr. Messmer led the Pledge of Allegiance

**Attachments:**

### 3 Roll Call

President Pro Temp

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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

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\_\_\_ 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

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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

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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

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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

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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

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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

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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:**