

PALOUSE SCHOOL DISTRICT # 301

PALOUSE BOARD MEETING

Thursday, January 25th, 2024 at 7:05 p.m.

Held in the Palouse School Library

I. OPENING OF MEETING:

The Palouse School Board meeting was called to order at 7:05 p.m. by Board Chair Jessica Smith.

A. ATTENDANCE:

Palouse Board: Jessica Smith, Shealyn Holbrook, Tricia Johnson, Vanessa Moore & Jamie Slocum.

Garfield Board: John Schaut, Ryan Pfaff & Justin Honcoop.

Also Present: Palouse Superintendent Mike Jones
Palouse Principal Sandra Krause-Ayers
Garfield Superintendent/Principal Brett Agenbroad
Administrative Assistant Debbie Anderson
Secretary Shyra Hallan

Guests: Community members

B. REQUEST TO ADDRESS THE BOARD: None.

II. CHANGES TO THE AGENDA: Palouse Board Chair Jessica Smith indicated the date on our agenda of the last meeting was incorrect. It was listed as Dec. 18th but should be Dec. 19.

III. CONSENT AGENDA:

A. Accounts Payable:

Warrant Numbers: 30112449, 30112471 - 30112513

1. General Fund:

January - \$41,094.89

2. HS ASB:

January - \$1,479.44

3. Capital Projects:

January - \$77,285.30

4. BMO Payment:

Wire Transfer - 202100063

General Fund: \$7,175.76

ASB: \$5,163.23

5. Payroll:

Warrants - 30112450 - 30112455
January (Checks) - \$8,884.65

Warrants - 30112456 - 30112470
January (Benefits) - \$80,603.96

Payroll Electronic Transfer (Direct Deposit)
Direct Deposit Numbers - 9000000619 - 9000000658
January - \$121,790.87

Payroll Electronic Transfer Fed W / H & SS
Wire Numbers - 202100062
January - \$41,359.69

B. Approval of Minutes:

- 1. Board Meeting:** December 18th, 2023 Board minutes were approved.

C. Decembers Accounts Payable: Due to an early Board meeting, the following actual expenses were approved:

Warrant Numbers: 30112377 - 30112427

1. General Fund

December - \$71,907.82

2. Capital Projects

December - \$936,335.68

3. ASB AP

December - \$1,545.74

4. Payroll:

Warrants - 30112428 - 30112433
December (Checks) - \$8,700.18

Warrants - 30112434 - 30112448
December (Benefits) - \$79,357.09

Payroll Electronic Transfer (Direct Deposit)
Direct Deposit Numbers - 9000000576 - 9000000618
December - \$131,175.73

Payroll Electronic Transfer Fed W / H & SS

Wire Numbers - 202100061

December - \$44,706.36

6. BMO Payment:

Wire Transfer - 202100063

General Fund: \$8,579.96

Capital Projects: \$6,209.01

ASB: \$4,973.49

MOTION: A motion to accept the Consent Agenda was made by Shealyn Holbrook and seconded by Jamie Slocum. The motion passed with the following roll call vote:

Jessica Smith - Aye

Vanessa Moore - Aye

Jamie Slocum - Aye

Shealyn Holbrook - Aye

Tricia Johnson - Aye

IV. OLD BUSINESS:

A. Report: Apollo Solutions Group:

Superintendent Mike Jones will cover this in his Superintendent report. Palouse Board Chair Jessica Smith allowed this.

V. NEW BUSINESS:

A. Election Of Officers

- a. President - Jessica Smith
- b. VP - Jamie Slocum
- c. WSSDA Rep - Shealyn Holbrook
- d. WIAA Rep - Tricia Johnson
- e. Negotiations - Vanessa Moore

MOTION: Jamie Slocum made a motion to nominate the above Board members in their respective positions and it was seconded by Shealyn Holbrook.

A. Principal Report:

Kathy McMorris Rogers toured our school on December 20th and met with Mr. Gehring and his government class. She then talked to all the high school

students in our gym. We just completed our two week long intensive and skills classes. On January 10th our school counselor, Mrs. Mylett held a FAFSA Night. Senior's were encouraged to attend to learn more about the financial aid program. Friday evening is Senior night at the basketball game against Colton. We will be honoring Zoe Laughary and Colton Pfaff. Wrestler Walker Montgomery was honored the previous week. The elementary students have completed their Winter MAPS testing. Finally, the staff from both Palouse and Garfield will be jointly participating in three sessions on the Science of Reading presented by the ESD. The goal of the training is for staff to develop a deeper understanding of brain research related to reading and achieve literacy support for all students.

B. Superintendent Report:

We have completed 2 weeks of Intensive classes. 2nd semester report cards will be sent home at the end of the month. A rough draft of next year's classes should be decided by April 1st. Students will then have a chance to sign up for their classes around the end of May. We are looking to do some classroom movement with the Preschool/TK classes so we can accept more students. We have the staffing needed just a space issue. Apollo is mostly wrapped up and Superintendent Mike Jones is pleased with the end result. They were working on some piping issues today. Heating in the elementary area and gym seems to be regulated and steady. We applied for a DOH grant for one million dollars. If we receive it, we will finish phase one including the library, science room and administration area. If we do not receive it, we will move the work to be done in those areas to phase 2, which was the original plan. We have met with the fencing company regarding getting the Learning Garden (east side - north of the green house) area fenced with deer fencing. We have some project ideas north of the sheep barn that we will be presenting you with in the next few months. We also talked with them about the baseball backstop. We will try to have that installed in time for T-Ball and Pee Wee baseball. A budgeting packet with narrative was provided by Jeremy Loe. Enrollment is up from what was budgeted. Superintendent Mike Jones went to Olympia with Jake Dingman for the Legislature. Liability insurance is going to increase significantly. Palouse will be increased by 80%, going from \$51,000 to \$92,000. We are looking for them to reimburse to help out with that increase. There are many education bills projected with unfunded mandates. In 2027 all bus fleets must be electric. The Superintendents said they would not be able to meet that deadline. They will do the best they can. They also looked at Bonds and Levies and the State taxes that are taken off the top from them. There are questions regarding where that money is going. Legislature will be done by March 1st and he will keep the Board posted.

ADJOURN: It was moved by Shealyn Holbrook, seconded by Jamie Slocum to adjourn the meeting at 7:27 p.m.

Board Chairman: _____

Superintendent: _____

**GARFIELD SCHOOL DISTRICT #302
REGULAR BOARD MEETING**

Thursday, January 25, 2024

Held in the Palouse School Library

I. OPENING OF MEETING:

The Garfield School Board meeting was called to order at 7:28 p.m. by Board Vice-Chair Justin Honcoop.

A. ATTENDANCE:

Garfield Board: Justin Honcoop, John Schaut, and Ryan Pfaff.

Excused: Sean Neal and Matt Bofenkamp

Palouse Board: Jessica Smith, Shealyn Holbrook, Vanessa Moore, Jamie Slocum, and Tricia Johnson

Also Present: Garfield Superintendent/Principal Brett Agenbroad

Palouse Principal Sandra Krause-Ayers

Palouse Superintendent Mike Jones

Administrative Assistant Debbie Anderson

Secretary Shyra Hallan

Guests: Community members

II. CHANGES TO THE AGENDA:

- 1) Approve up to \$250,000 for January 2024 payroll – added to Item B -Consent Agenda
- 2) New Business – Board Reorganization – table this as two board members are absent.

III. CONSENT AGENDA:

A. Accounts Payable:

1. General Fund:

January - \$69,328.99

Warrants: 30211111, 30211113-30211145

January - \$0.00 (BMO Harris)

2. Capital Projects:

January - \$0.00

3. ASB Fund:

January - \$98.70

Warrants – 30211112

January - \$0.00 (BMO Harris)

4. Payroll:

December (Checks) - \$8,675.22

Warrants – 30211089-30211099

December (Benefits) - \$70,496.13

Warrants – 30211100-30211110

Payroll Electronic Transfer (Direct Deposit)

December - \$104,223.29

Payroll Electronic Transfer Fed W/H & SS

December - \$34,535.56

5. Approval of Minutes

a. December 18, 2023

B. Administration is seeking Governing Board approval for payments up to the amount below during the month of January 2024.

a. Payroll - \$250,000

MOTION: A motion to accept the Consent Agenda was made by Ryan Pfaff and seconded by John Schaut. The motion passed with the following roll call vote:

Ryan Pfaff – Aye

John Schaut – Aye

Justin Honcoop – Aye

V. OLD BUSINESS: None.

VI: NEW BUSINESS:

- A. Board Reorganization: Tabled until next meeting as two board members were not present.
- B. Consideration of completion of fencing around the Garfield Softball Field.

Brett Agenbroad: I am sure that this activity is well within the discretionary funds of the Superintendent, but I wanted to ask the board if you are interested in closing the remainder of the fenced-in area where it is still opened at the softball field.

MOTION: A motion to accept the closing of the fence by the softball field was made by John Schaut and seconded by Ryan Pfaff. The motion passed with the following roll call vote:

Ryan Pfaff – Aye	John Schaut – Aye
Justin Honcoop – Aye	

- C. Consider approving a Grants Management Stipend for the Garfield Food Service Supervisor:

After discussion, this was tabled as one of the board members had to abstain. This will be added to next month’s agenda.

VII: REPORTS

- a) Valerie Wagoner went over the financial reports with the board members. She went over the Esser Fund balances as well. There was much discussion regarding the budget, bus transportation fund, etc.

b) Superintendent Report

Brett Agenbroad: About two months ago we filed for the Healthy Kids Grant for an exterior freezer but, unfortunately, we did not receive this.

Talks have begun on the Rural School Modernization Grant for Phase II and Phase III. We are 31st on the list to get planning grant money. If we receive this grant some of the roof will be done in Phase II but hoping in Phase III to completely repair the roof. I have had a wonderful working relationship with Apollo, and I have to say they have gone above and beyond their contract with us. So, basically from the kitchen towards the elementary end they had nothing to do with that, but when we had 40 degrees in the hall, they had three to five workers here trying to figure out how to patch up the elementary side. So, they have come up with a plan to replace the valves at our expense at \$1500 apiece, but at some point, we need to get heat down there. However, once they got down there and saw that a lot of those valves were not locked open, or they were only partially locked open. So, they were able to pull on that bolt and get those things fully locked open and then made sure that they don’t close. So, we have 65-to-70-degree classrooms now. We then went down with an infrared heat gun and measured every classroom, radiator, and again, a lot of it is flow. So, you may have 125 degrees at one end of the radiator and the other end may be 65 degrees. That water is just not passing through very well. It is way better than it was, and I am very happy with Apollo.

Tomorrow ends 1st semester and Monday starts 2nd semester. I am concerned about any student that has failed a class, or failed a semester, and we have a few of those. I will be sending out a letter to all middle school parents on Monday discussing credit recovery. We will be starting an elective this semester and those students who need credit recovery will be assigned to this class. We are going to be using Edgenuity on-line program that we used through Covid to do the credit recovery. We are trying to have students understand that we don’t do social promotions, they cannot fail a semester and still move on. We may look into an after-school credit recovery as well.

We are two games into the middle school volleyball season. Genna Bessey and Chris Hallan are our coaches. We have 16 girls out. We have eight 8th graders playing at the high school level, 4 boys and 4 girls. The girls are seeing a lot of action and are doing very well per Mr. Holbrook. The boys have moved up but not playing very many games, but they are trying to get some C-squad games in.

John Schaut: You were talking about the walk-in cooler. What about paying for this out of capital projects?

Brett Agenbroad: If we can get that in Phase II, we would not have to spend over \$500,000. If we ever get a walk-in freezer in the alleyway, we would remove the current freezer/refrigerator, and then we would have more dry good space which would be good.

ADJOURN: There being no further business, Matt Bofenkamp moved, Justin Honcoop seconded to adjourn the meeting at 7:55 p.m.

Board Chairman _____

Superintendent: _____

GARFIELD SCHOOL DISTRICT #302

PALOUSE SCHOOL DISTRICT #301

JOINT BOARD MEETING

Thursday, January 25th, 2024 at 7:55 p.m.

Held in the Palouse School Library

I. OPENING OF MEETING:

The Palouse School Board meeting was called to order at 7:55 p.m. by Palouse Board Chair Jessica Smith. The Flag salute was done immediately after.

A. ATTENDANCE:

Palouse Board: Jessica Smith, Shealyn Holbrook, Tricia Johnson, Vanessa Moore & Jamie Slocum.

Garfield Board: John Schaut, Ryan Pfaff & Justin Honcoop.

Also Present: Palouse Superintendent Mike Jones
Palouse Principal Sandra Krause-Ayers
Garfield Superintendent/Principal Brett Agenbroad
Administrative Assistant Debbie Anderson
Secretary Shyra Hallan

Guests: Community members

B. REQUEST TO ADDRESS THE BOARD: None.

II. CHANGES TO THE AGENDA: Palouse Board Chair Jessica Smith indicated the date on our agenda of the last meeting was incorrect. It was listed as Dec. 18th but should be Dec. 19.

III. CONSENT AGENDA:

A. Accounts Payable:

1. HS ASB:

December - \$1,545.74

January - \$1,479.44

B. Approval of Minutes:

1. Board Meeting: December 18th, 2023 Joint Board minutes were approved.

MOTION: A motion to accept the Consent Agenda was made by Shealyn Holbrook and seconded by Justin Honcoop. The motion passed with the following roll call

vote:	Jessica Smith - Aye	Shealyn Holbrook - Aye
	Vanessa Moore - Aye	Tricia Johnson - Aye
	Jamie Slocum - Aye	Justin Honcoop - Aye
	Ryan Pfaff - Aye	John Schaut - Aye

IV. OLD BUSINESS:

A. Safety Committee: No Action Required. Superintendent Brett Agenbroad said they have been working on securing the Garfield school physical building and grounds. He feels they are about done in this area. He said that Palouse is working on social/emotional areas, including student anger and activities. He feels they are all working in the right direction. There was some discussion on the Yakima shootings. One lesson learned is that time matters as well as accurate information being distributed. Both schools are looking into Intrado, an alternative communication device. There will be a meeting in Garfield on February 6th for Superintendent Brett Agenbroad to be given some additional information about Intrado. There was also discussion about what Intrado entails and mention of a whole series of set up and training needed before it could be implemented. It needs to be completed by both Garfield and Palouse for it to work properly at both schools. It's a slow process but it is being worked on. Intrado provides 2nd level information in an emergency. It will also be voluntary for staff as it does monitor your location. Board member Justin Honocop would like to see an Advisory Committee set up and asked if we had a way for students to provide information to the school in an anonymous way. Students can go onto our website and access "Safeschools.". Principal Sandra Krause-Ayers also talked to the ASB regarding a student suggestion box. She also said that a master schedule of emergency drills were given to teachers ahead of time. When drills are complete she and Superintendent Mike Jones talk about how the drills went and what can be done better. They want to learn from the drills so we are prepared.

B. Policy 3000:

- 1. 2nd Reading / Approval:** There were no red flags in this area, just some basic changes. There were no areas of contention.

MOTION: A motion to approve the committee's recommendation was made by Shealyn Holbrook and seconded by Ryan Pfaff. The motion passed with the following roll call vote:

Ryan Pfaff - Aye	Jessica Smith - Aye	Shealyn Holbrook - Aye
Vanessa Moore - Aye	Tricia Johnson - Aye	John Schaut - Aye
Jamie Slocum - Aye	Justin Honcoop - Aye	

C. Policy 4000 review update:

- 1. 1st Reading:** No action needed at this time.

D. Activities Recommendation:

- 1. Sports - Coaches & Transportation:** Information on this was presented to the board during the October meeting. The information was previously in our materials, but some minor changes were needed. The

material speaks to how we offer sports as well as when a 3rd coach is needed for athletics. It also covers transportation to sporting events in regards to the number of participants.

MOTION: A motion to approve the activities recommendations was made by Shealyn Holbrook and seconded by Jamie Slocum. The motion passed with the following roll call vote:

Jessica Smith - Aye	Shealyn Holbrook - Aye
Vanessa Moore - Aye	Tricia Johnson - Aye
Jamie Slocum - Aye	Justin Honcoop - Aye
Ryan Pfaff - Aye	John Schaut - Aye

V. NEW BUSINESS:

A. Bus eRate:

There was discussion regarding getting WIFI on 2 trip buses. The school is eligible to put internet on those buses. The schools would have to cost share 20% of the equipment and installation and then there would be a monthly fee of around \$20.00. There was mention that this would save on students' data use during long bus trips. A form 470 would need to be submitted so we can gather bids. We could get into a 1 year service agreement and change providers if we were not happy with their service.

MOTION: A motion to fill out and submit a form 470 so bids could be gathered was made by Justin Honcoop and seconded by John Schaut. The motion passed with the following roll call vote:

Justin Honcoop - Aye	Tricia Johson - Aye
Ryan Pfaff - Aye	Jamie Slocum - Aye
John Schaut - Aye	Shealyn Holbrook - Aye
Jessica Smith - Aye	Vanessa Moore - Aye

B. Bus Surplus:

There was discussion regarding surplus buses 8 & 18. Administration is requesting authorization to surplus the 2 buses. They will place an ad in the newspaper with pictures and mileage for a total of 30 days. They would like to have an email set up specifically to accept bids for the buses with a starting bid of \$5,500. It will be a closed bid. The plan is to sell the buses so they can purchase another one. Further discussion was had about the different types of buses, including electric, diesel and propane.

MOTION: A motion to surplus buses 8 & 18 was made by Justin Honcoop and seconded by Jamie Slocum. The motion passed with the following roll call vote:

Justin Honcoop - Aye	Tricia Johson - Aye
Ryan Pfaff - Aye	Jamie Slocum - Aye
John Schaut - Aye	Shealyn Holbrook - Aye
Jessica Smith - Aye	Vanessa Moore - Aye

C. Calendar:

A sample calendar for next year was presented to the board. Discussion was had regarding a start and end date for next year as well as when Graduation would take place. It was suggested that next year school start on August 28th, 2024 and the last day of school be on June 6th, 2025. The last day would also be a half day. Graduation would be held on May 31st, 2025.

MOTION: A motion to accept next school year's start date of August 28th, 2024, Graduation on May 31st, 2025 and the last day of school on June 6th, 2025 being a half day was made by Shealyn Holbrook and seconded by Jamie Slocum. The motion passed with the following roll call vote:

Justin Honcoop - Aye	Tricia Johson - Aye
Ryan Pfaff - Aye	Jamie Slocum - Aye
John Schaut - Aye	Shealyn Holbrook - Aye
Jessica Smith - Aye	Vanessa Moore - Aye

ADJOURN: It was moved by Shealyn Holbrook, and seconded by John Schaut to adjourn the meeting at 8:40 p.m.

Board Chairman: _____

Superintendent: _____

Board Chairman: _____

Superintendent: _____