

**PALOUSE SCHOOL DISTRICT #301
REGULAR BOARD MEETING**

Thursday, March 24, 2022
Held in the Palouse Library

OPEN: The Palouse School Board meeting was called to order at 7:02 pm by Palouse Chair, Jessica Smith.

ATTENDANCE:

Present: Palouse Board: Shealyn Holbrook, Jessica Smith, Heidi Evans, Andra Edwards, and Jessica Twigg-Harris
Garfield Board: Sean Neal, Matt Bofenkamp, Justin Honcoop, Ryan Pfaff, and Paula Adams.

Also Present: Palouse Superintendent/Principal Mike Jones
Garfield Superintendent/Principal Zane Wells
Secretary Debbie Anderson

Guests: Many community members in-person and on zoom.

REQUESTS TO ADDRESS THE BOARD: Lindsay Brown will address the board in New Business.

CHANGES TO THE AGENDA: None.

CONSENT AGENDA:

- A. Accounts Payable:
 - 1. General Fund
March - 30110850-30110888 - \$70,014.41
 - 2. Capital Projects
March - 30110889 - \$5,375.00
- B. Payroll:
 - Payroll-Warrants
March - 30110834-30110849 - \$77,902.87
 - Payroll Electronic Transfer
March - \$109,361.53
 - Payroll Electronic Transfer Fed W/H & SS
March - \$37,476.48
- C. Approval of Minutes
 - February 24, 2022
 - February 26, 2022
- D. Supplemental Contracts
 - a. Sequoia Ladd (7/8 period) AG Leadership and Vet Science
 - b. Allen Farrand (5/6 period) AFNR

MOTION: A motion to accept the Consent Agenda was made by Shealyn Holbrook and seconded by Heidi Evans. The roll call motion passed as follows:

Jessie Twigg-Harris - Aye	Heidi Evans - Aye
Andra Edwards - Aye	Shealyn Holbrook - Aye
Jessica Smith - Aye	

OLD BUSINESS:

A. Security Information:

Mike Jones went over security issues with the board members. He talked about site and building design, specifically looking at the fences on the north end. Barriers have already been installed in the fire lanes to avoid traffic in some of those areas. Sixteen cameras will need to be upgraded in the future.

NEW BUSINESS:

A. Lindsay Brown

a. Lunch Program, Farm to School

Lindsay Brown discussed the grants received for both schools, \$2500 for each school. These grants are for purchasing Washington grown and produce products. She has been purchasing apples and Cougar Gold cheese, WSU premium beef from WSU, and have had donated to us Palouse Brand lentils and garbanzo beans. She is working on some dark frozen cherries and frozen blueberries.

Mike Jones talked about the additional cooler we have for ala carte meals for students to purchase and that has been going over well. Mike also wanted to thank Lindsay for all her work on this.

Jessica Smith asked if this grant would be recurring next year. Lindsay Brown stated that she is hopeful that this will happen, but she is not sure at this time.

b. Facility upgrades project

Mike Jones talked about the grant that the City of Palouse is working on and for us to partner with the city and lease the upper end of our football field to them as they must be the lead in the grant. This will be a multi-year project to get new stands, a track field, etc.

Lindsay Brown discussed the \$350,000 grant. The initial due date is end of May and the final due date is mid-July. This grant would be awarded in June of 2023 and would need to be utilized within two years after the funds have been awarded. Mike Jones discussed that this is not only for the students at our school but for community members to be able to walk around the track, and youth programs as well.

Mike Jones also talked about what other things Lindsay Brown is working on, working with WSU Landscaping and Architecture on putting in fruit trees and raised beds.

Jessica Smith asked about how the partnership with the City of Palouse would look like. Lindsay Brown responded that it would be a 20 to 25-year lease. Leasing would be a very minimal cost to the City of Palouse. Discussion followed regarding this issue.

MOTION: Shealyn Holbrook moved to allow Mike Jones and Lindsay Brown to move forward with a joint lease agreement with the City of Palouse, seconded by Jessie Twigg-Harris. The roll call motion passed as follows:

- | | |
|---------------------------|------------------------|
| Jessie Twigg-Harris – Aye | Heidi Evans - Aye |
| Andra Edwards – Aye | Shealyn Holbrook - Aye |
| Jessica Smith – Aye | |

B. Apollo Recap from 5/15

a. Spring of 2023

Mike Jones reported that the governor has still not signed off on the official budget for finances. The information given out was for information for the board members to know what is taking place as of now.

C. Principal’s Report

a. Start of SBAC Testing – March through May

Mr. Jones reported on SBAC testing will start here soon and will continue until the end of school.

b. HS/Elem Schedules are well on their way to being completed.

c. CTE Pathways option(s):

1. We have been talking about CNA pathways and L&I has been involved with this and they gave us some things that we need to adjust. Otherwise, this is moving forward. This program would also be open to not only students, but also to the public.

- 2. The automotive ASE program which has also been looked over by L&I. We received a \$30,000 grant for a lift and automotive pieces in the shop to help renovate some things there. We are still waiting for a \$90,000 grant to expand the back end of the shop.

d. After School Programs (2022/2023)

Before Covid we had some after school programs four nights a week and we are looking on putting some of those back into place.

e. Start of Spring Sports:

Baseball – 2 players going to Colton, Softball 13 players with 4 eighth graders, Track 20 participants (not including middle school), Robotics -13 participants with 4 students from Oakesdale joining the team.

f. FFA Nationals:

FFA state convention in Tri-Cities in May

g. Spring Break

Coming up April 4th to April 8th.

RECESS: The Palouse Board went into recess by Chair Jessica Smith at 7:35 p.m. and will reconvene after the Joint Board meeting.

RECONVENE: The Palouse Board was reconvened at 8:10 p.m into executive session to discuss superintendent evaluation and staffing.

The meeting was opened again at 9:45 p.m.

ADJOURN: There being no further business the meeting was adjourned at 9:45 p.m.

Board Chairman: _____

Superintendent: _____

GARFIELD SCHOOL DISTRICT #302

REGULAR BOARD MEETING

Thursday, March 24, 2022

Held in the Palouse Library

OPENING OF MEETING:

The Garfield School Board meeting was called to order at 8:11 pm by Board Chair Sean Neal.

A. Attendance:

Garfield Board: Paula Adams, Ryan Pfaff, Matt Bofenkamp, Justin Honcoop and Sean Neal.

Also Present: Garfield Superintendent/Principal Zane Wells.

Secretary Debbie Anderson.

Guests: Many community members in-person and on zoom.

B. Requests to address the Board: None.

CHANGES TO THE AGENDA: None.

CONSENT AGENDA:

A. Accounts Payable:

1. General Fund

March - 30209772-30209812 \$48,040.74

2. Capital Projects

March - None

3. Transportation

March - none

B. Payroll:

1. Payroll-Warrants

March - 30209814-30209829 \$72,785.55

2. Payroll Electronic Transfer

March - \$99,266.03

3. Payroll Electronic Transfer Fed W/H & SS

March - \$30,012.76

C. Approval of Minutes

a. February 24, 2022

b. February 24, 2022 - Special Meeting

c. February 27, 2022 - Special Meeting

MOTION: A motion to accept the Consent Agenda was made by Justin Honcoop and seconded by Ryan Pfaff. The roll call vote was as follows:

Ryan Pfaff - Aye

Paula Adams - Aye

Justin Honcoop - Aye

Matt Bofenkamp - Aye

Sean Neal - Aye

NEW BUSINESS:

A. Superintendent Oath of Office:

Zane Wells reported that ESD received a records request and as part of their duties they are supposed to have all the 59 districts that they serve oaths of office on file. Zane reported that his oath office was 15 years ago and looking back it was done in the minutes but there is no paperwork on file that could be found. They would not accept the board minutes confirming his oath of office so this will need to be redone.

Zane Wells was sworn in by Board Chair Sean Neal for the duties of Superintendent/Secretary of the Garfield School District #302, in the county of Whitman, state of Washington.

B. Superintendent/Principal Report:

Spring break is coming up. We had a great turnout for baseball, track and have four 8th grade girls playing on the high school softball team.

On the 15th of March, the Garfield School hosted the regional large group choir festival this last month.

On the 17th of March, the Palouse School hosted the large group band.

Eight of our middle school students will be going on the DC trip during spring break, approximately 30 kids total will be participating.

C. Security Information:

Zane Wells went over the information that he sent to the board members in their packets. There are some options there that Trevor Villa put together as well as ESD. Discussion followed. Justin Honcoop wondered if we could do a couple of the projects before 2023. Zane Wells said that this can be looked into. Paula Adams wondered if there were any grant opportunities and Mr. Wells stated he would look into this. Sean Neal asked if there was a board member who wanted to volunteer to take this project on and Justin Honcoop volunteered for this.

D. ALE Presentation:

Josh Hightree gave handouts to the board members and community members regarding a proposal to start an Alternative Learning Experience Program. Most homeschooling families are already pursuing an alternative to traditional public school, resulting in a loss of funds to their districts, and, for those families unable to afford a full suite of educational experiences, lost opportunities for students. ALE programs equitably address this desire for a different educational format, using public funds with public oversight. Home and private school parents of over 30 school-aged children have united in the district (#302) with a request for a Parent Partnership variety of ALE program. Discussion followed.

MOTION: Justin Honcoop moved to move forward with getting some more information regarding potential interest, more research, talk with potential superintendents about the program, and then come back at the next meeting and present findings and evaluate this further. This was seconded by Paula Adams.

BOARD DISCUSSION: None.

PUBLIC COMMENT: Phil Weagraff asked if the certified teacher and program director were the same person, or are you hiring a second person? Josh Hightree responded that there would be a certified teacher and a program director. A question was asked what the age requirements would be, and Zane Wells stated that he believes it is for K-12. Discussion followed.

BOARD DISCUSSION: Discussion was made regarding seeing if there was an existing employee that would be interested in pursuing this.

AMENDMENT TO THE MOTION: An amendment was made by Matt Bofenkamp for the superintendent advertise and pursue an existing faculty member for a supplemental contract for ALE. The motion was seconded by Justin Honcoop. The roll call vote was as follows:

Ryan Pfaff – Aye	Paula Adams – Aye
Justin Honcoop – Aye	Matt Bofenkamp – Aye
Sean Neal - Aye	

BOARD DISCUSSION: None.

PUBLIC COMMENT: None.

FINAL MOTION: That we pursue the feasibility of an ALE program that will be with Josh Hightree researching numbers of all who is interested, also of Zane Wells doing some contacting to superintendents for and doing some preliminary research, as well as pursuing and advertising for an ALE supplemental contract. The motion was approved by roll call vote

- Ryan Pfaff – Aye
- Justin Honcoop – Aye
- Sean Neal - Aye
- Paula Adams – Aye
- Matt Bofenkamp – Aye

EXECUTIVE SESSION: The board members went into executive session at 9:20 p.m. to discuss the superintendent contract. Executive session ended at 9:45 p.m.

ADJOURN: There being no further business the meeting was adjourned at 9:45 p.m.

Board Chairman: _____

Superintendent: _____

**GARFIELD SCHOOL DISTRICT #302
PALOUSE SCHOOL DISTRICT #301
REGULAR JOINT BOARD MEETING**

Thursday, March 24, 2022
Held in the Palouse Library

OPEN: The Joint Board meeting was called to order at 7:35 p.m. by Palouse Chair Jessica Smith.

ATTENDANCE:

Garfield Board: Paula Adams, Ryan Pfaff, Sean Neal. Matt Bofenkamp and Justin Honcoop.
Palouse Board: Shealyn Holbrook, and Andra Edwards, Jessie Twigg-Harris, Heidi Evans and Jessica Smith
Also Present: Garfield Superintendent/Principal Zane Wells
Palouse Superintendent/Principal Mike Jones on zoom
Secretary Debbie Anderson
Guests: Many community members in-person and on zoom.

REQUESTS TO ADDRESS THE BOARD: None.

CHANGES TO THE AGENDA:

Items added to New Business: C. Substitute Information
D. Covid athletic update.

CONSENT AGENDA:

- A. Approval of Minutes
February 24, 2022
- B. Accounts Payable: MS/HS ASB:
 - a. March: Palouse (HS) warrants – 30110890-30110897 - \$8,550.83
 - b. March: Garfield (MS) warrants – none.
- C. MS Baseball Coach – Dan Kallaher (Zane Wells reported that we have 27 students trying out for baseball)
- D. Assistant MS Coach – CJ O'Connor
- E. Volunteer MS Baseball – Marty Masten

Jessie Twigg-Harris wanted to make a correction to the February 24th meeting minutes, Page 9, where it talks about Jessica Smith wanted the definition of CRT – this should have been Jessie Twigg-Harris.

MOTION: A motion to accept the Consent Agenda was made by Shealyn Holbrook and seconded by Sean Neal with corrections to the minutes as well. The motion passed by the following roll call votes:

Sean Neal – Aye	Jessica Smith – Aye
Ryan Pfaff – Aye	Andi Edwards – Aye
Paula Adams – Aye	Heidi Evans – Aye
Matt Bofenkamp – Aye	Shealyn Holbrook – Aye
Justin Honcoop – Aye	Jessie Twigg-Harris – Aye

The motion passes unanimously.

NEW BUSINESS:

A. 22/23 School Calendar Start Date:

Zane Wells would like to have the start date as of August 31, 2022. He reminded the board members it is the boards duty to choose the start date of the school year. He also told the board members that Wednesday is a good start date so that the students and teachers can slowly transition into school with 3 days the first week, 4 the next, and then into the 5 day week.

BOARD DISCUSSION: Matt Bofenkamp had a question about how this has worked for the fair that is around this time. Mike Jones said that this has worked well and this year we did have a half day on the Friday of the fair.

PUBLIC COMMENT: None.

BOARD DISCUSSION: None.

MOTION: A motion to accept the 2022-2023 calendar start date of August 31, 2022, was made by Paula Adams and seconded by Jessie Twigg-Harris. The motion passed by the following roll call votes:

- | | |
|----------------------|---------------------------|
| Sean Neal – Aye | Jessica Smith – Aye |
| Ryan Pfaff – Aye | Andi Edwards – Aye |
| Paula Adams – Aye | Heidi Evans – Aye |
| Matt Bofenkamp – Aye | Shealyn Holbrook – Aye |
| Justin Honcoop – Aye | Jessie Twigg-Harris – Aye |

The motion passes unanimously.

B. Survey Results (Informational):

BOARD DISCUSSION: Matt Bofenkamp wanted to address the reasons why this survey was done, mostly it was to come out in February and then it would have been done before the advisory board’s decision came out. Matt Bofenkamp hopes that we will not have anything spring back up on us starting this next school year. But he really feels that it was a good survey to have an understanding what this may happen with enrollment. He appreciates the superintendents for their hard work in getting this information out.

Jessie Twigg-Harris wanted to note that when we gather information that we be careful on how we use this information. If in the future if we want to talk about enrollment that we be careful about how we gather information.

C. Certificated substitutes (Informational):

Mike Jones discussed how substitution issues came up and he went over what both schools have been going through. He talked about students who have graduated from college can apply for a lifetime substitute license as it will never expire. He also said that the paraeducators have all received their emergency sub license. There is just not a big pool to choose from. There is talk about increasing the sub pay to around \$130, but really it becomes a time commitment and not a money issue.

Matt Bofenkamp asked how much we spend on substitute teachers each year. Mike Jones said that the Palouse School spends approximately \$20,000 in sub pay per year, Zane Wells reported that Garfield is half that amount. Discussion followed.

D. Covid athletic update:

Mike Jones reported that there are currently no covid restrictions for sports, but the guidance changes with every season. Matt Bofenkamp voiced his concern regarding the treatment of those students who are not vaccinated, treating them differently, then this may need to be addressed again in the future.

Matt Bofenkamp voiced his concerns about the policies that were in place, specifically as related to the vaccination status of the child and then treating that student athlete differently.

ADJOURN: With there being no further business to discuss, Heidi Evans moved, Ryan Pfaff seconded to adjourn the joint meeting at 8:05 p.m. The motion passed unanimously.

Board Chairman: _____

Superintendent: _____

Board Chairman: _____

Superintendent: _____