

GARFIELD SCHOOL DISTRICT #302
REGULAR BOARD MEETING

Thursday, March 30, 2023

Held in the Garfield School Library

I. OPENING OF MEETING:

The Garfield School Board meeting was called to order at 7:00 p.m. by Board Chair Sean Neal.

A. ATTENDANCE:

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

Excused: Paula Adams

Palouse Board: Jessica Smith, Heidi Evans, and Andra Edwards.

Also Present: Garfield Superintendent/Principal Brett Agenbroad

Palouse Superintendent/Principal Mike Jones

Administrative Assistant Debbie Anderson

Secretary Shyra Hallan

B. REQUEST TO ADDRESS THE BOARD: None.

II. CHANGES TO THE AGENDA: Brett Agenbroad would like to add Item F to the Consent Agenda – resignation of K/1 teacher Joanne McCully after 36 years of faithful service to the Garfield School District.

III. CONSENT AGENDA:

A. Accounts Payable:

1. General Fund:

March - \$83,995.13

Warrants: 30210518-30210567

2. Capital Projects: None

3. Payroll:

March (Checks) - \$7,201.08

Warrants: 30210568-30210574

March (Benefits) - \$73,791.10

Warrants: 30210575-30210584

Payroll Electronic Transfer (Direct Deposit)

March - \$107,785.13

Payroll Electronic Transfer Fed W/H & SS

March- \$31,646.50

B. Approval of Minutes

1. February 23, 2023

C. Resolution 239 – authorization of individuals to sign School District instruments including investments, warrant cancellations, and fund transfers on behalf of the School District

D. Ratify paying of Ms. Chaltu “Candice” Schneegans.

E. Gifts and Donations – Accept March Donations

F. Resignation Joanne McCully K/1.

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

Ryan Pfaff – Aye

Matt Bofenkamp – Aye

Justin Honcoop – Aye

Sean Neal - Aye

IV. OLD BUSINESS: None.

V. NEW BUSINESS: None.

VI. REPORTS:

A. Financial Report – Jeremy Loe:

Jeremy Loe from ESD101 went over the Financial Report with the board members.

B. Superintendent Report:

Brett Agenbroad: At the beginning of the year I heard from quite a few homeschool parents and through conversations they wanted to know if the school would be interested in ALE. So, since the beginning of the school I have been trying to learn about what alternative learning experiences are, what the program within the state is all about. I have since formed a parent committee to try and read through the alternative learning experiences, and information that the state puts out. I have been able to get ahold of the program director for ALE, Anissa Sharratt from OSPI. She was very helpful and gave us a software program that she developed so that we could put student numbers in to see what that would pay out. We had to tweak that a little bit but I felt fairly sure over time that we could calculate if we have (x) number of kids involved it would generate this much money, etc. We also talked with some other OSPI experts just on how you bill. Jeremy was a big part of this also to help explain how things would be billed out. I also visited Deer Park ALE program, and Chewelah Quartzite ALE programs. In one of the Whitman County Superintendent meetings I asked the question of why there are no ALE programs in the county and both Pullman and Tekoa said that they are running one. I did attend a Garfield homeschool meeting and kind of the topic was, if the district moved forward with ALE, if we generated this many kids in the program, and if that generated (x) number of dollars, what would we want to see as a homeschool community. I feel we are at the point to have a work session and talk about what are some of the scenarios of doing an ALE program and get an idea of what all this will involve. So if we can set this up sometime in April, possibly the 3rd week. Also, in going over policies, Policy 2255 was adopted by the board in the past and it was revised when the 2255P was implemented January 2017. There has been two other revisions since but needs updated. So, we just need to set up a work session in April.

After discussion it was decided to have a meeting on Wednesday, April 19, 2023 at 7:00 p.m. in the Garfield Library.

Brett Agenbroad also wanted to report that MS baseball has started up with 15 middle school kids participating and 9 students out for MS Track. Dan Kallaher reports that the practices have been going really well in Oakesdale as it is a good field for them to practice on.

Mr. Kallaher will be leaving on his semi-annual DC trip. He has three different states represented in the individuals who are going – Alaska, Idaho, and Washington. He is taking 33 people in his group and they leave Saturday, April 1, and come back Easter Sunday, April 9.

Again, trap donations was over \$2,000 this month. Mr. and Mrs. Wil Edwards donated a lathe to the woodshop and we really appreciate this.

Brett also went over the insurance update on the boiler.

Our secondary teachers have just completed the Right Response Training.

The kitchen dishwasher has been broken since about mid-month with a broken pipe. They are planning on rerouting the pipe about 8 feet to another drain and will block off the old pipe. This will be an easy and inexpensive fix that will take place April 11, 2023.

Mrs. Hemphill took her annual fishing trip this week and they caught three trout at the juvenile pond and they cooked them yesterday in cooking class.

Schweitzer engineering invited the 8th grade class to tour Schweitzer and I was able to participate in this as a chaperone and this was a really awesome trip. The students had a great time.

Matt Bofenkamp: Regarding the insurance on the boiler, have you already or is there a need to get the lawyer involved to look at this?

Brett Agenbroad: So far, Dave seems to be playing fair, Hartford has replaced the people who were uncommunicative with me, and I think we are still in a good place.

ADJOURN: There being no further business, the meeting was adjourned at 7:32 p.m.

Board Chairman: _____

Superintendent: _____

PALOUSE SCHOOL DISTRICT #301

REGULAR BOARD MEETING

Thursday, March 30, 2023

Held in the Garfield School Library

I. OPENING OF MEETING:

The Palouse School Board meeting was called to order at 7:32 p.m. by Board Chair Jessica Smith.

A. ATTENDANCE:

Palouse Board: Jessica Smith, Heidi Evans, and Andra Edwards

Excused: Shealyn Holbrook and Jamie Slocum

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

Also Present: Palouse Superintendent/Principal Mike Jones

Garfield Superintendent/Principal Brett Agenbroad

Administrative Assistant Debbie Anderson

Secretary Shyra Hallan

B. REQUEST TO ADDRESS THE BOARD: None.

II. CHANGES TO THE AGENDA: None.

III. CONSENT AGENDA:

A. Accounts Payable:

1. General Fund:

March - \$107,801.15

Warrants -30111756-30111757, 30111759-30111764, 30111766, 30111768,
30111771-30111775, 30111777-30111785, 30111787-30111789,
30111792-30111796, 30111798-30111803, 30111805-30111806,
30111808-30111809, 30111811-30111812, 30111814.

2. Capital Projects:

March - \$15,621.22

Warrants - 30111767, 30111810

3. Payroll:

March (Checks) - \$12,568.37

Warrants - 30111750-30111754

March (Benefits) - \$77,509.49

Warrants - 30111815-30111828

Payroll Electronic Transfer (Direct Deposit)

March - \$109,526.41

Payroll Electronic Transfer Fed W/H & SS

March - \$38,273.78

B. Approval of Minutes

1. February 23, 2023

MOTION: A motion to accept the Consent Agenda was made by Heidi Evans and seconded by Andra Edwards. The motion passed with the following roll call vote:

Andra Edwards - Aye
Jessica Smith - Aye

Heidi Evans - Aye

IV. OLD BUSINESS:**A. Superintendent Report – Mike Jones:**

The Annex renovation will start in May. They will come in and shut down the boiler and replace the annex boilers there. We are also going to need to replace the hot water heater during this time and this should all be done at the same time.

Regarding Apollo, we had the first of our bi-weekly meetings on Wednesday, 3/29. We will start doing that every other week for the next 4-6 weeks and then will start doing weekly Meetings once they start getting close to being in the building itself. They will be pulling a lot of the electrical at the start and we will be out of power. We have made plans for the annex to house football, cross-country, and volleyball at the start. Shyra may have to relocate a little bit at the beginning of school which is always fun with registration.

The bad news to all of this, some of the supplies should arrive the middle of August which puts us right up to the beginning of school. We have moved sports to non-home games the first couple of weeks. This should not interfere with the start of school is what they are saying on March 30th, I will let you know more August 1st when Shyra can't get into her room.

We are starting to develop our summer work schedules and we are focused primarily on exterior projects, namely the playfields, garden, weight room, playground, northern parking lot, etc. One of the things we are looking at is the addition of the AG shop. We are going to be spending \$12,000 to \$14,000 more on that and will encompass woods. The safety wall with the tire balance and change will be in place, flooring, pads in the gym. One of the things that they are doing is taking out the air handlers already. There is no flooring under the returns and so we will have to replace gym flooring on those pieces and it can't be done until the end. Looking at upgrading some of the playground equipment. I am meeting with Brock Slocum to look at some of the excavation pieces needed for the garden area and below the tennis courts.

Lindsay Brown, as well as Abby Miller from ESD, have worked with us on our kitchen equipment that are old and deteriorating. We were able to procure a double oven, hot counters, salad bar, out of a Spokane school district who passed those on to us. This was about \$75,000-\$85,000 worth of kitchen equipment that came our way that we weren't planning for so we want to thank Lindsay and Abby for that.

We were awarded the Trans Ultra Grant for \$150,000 to go along with the DOE grant of \$180,000 for solar which should be put in place next year (Sept/Oct) and should take care of the bulk of anything in the annex. The overall hope that we are looking at is with the HVAC and boilers in the main building, as well as the boilers in the upper building, on top of solar, will help our utility cost because we have the greenhouse, annex, bus barn and main building showing an increase in all of our utilities.

We have additional camera installations that are going in.

On April 13th the superintendents around the area will be meeting with ESD and law enforcement, working on common language and updating. We had Sally Jo out here a couple three weeks ago and go through our response planning and work on those pieces. She actually feels that we are in really good shape and ahead of the game in a lot of respects on that.

On the budget side of things, you will notice that our capital projects took a significant hit which is primarily due to the \$350,000 reimbursement that will be coming from Apollo back into our capital projects.

V. NEW BUSINESS:

A. ASB Budget Extension:

Jessica Smith: We had our discussion of the ASB budget extension just prior to this meeting, discussing that our kids are awesome and have brought in some extra money so we need to revise that budget. Are there any questions or comments?

MOTION: A motion to accept the ASB Budget Extension was made by Heidi Evans and seconded by Andra Edwards. The motion passed with the following roll call vote:

Andra Edwards – Aye	Heidi Evans – Aye
Jessica Smith – Aye	

B. Resolution Approval

a. Resolution 256 – Auditors Office Signature

MOTION: A motion to accept **Resolution 256** was made by Heidi Evans and seconded by Andra Edwards. The motion passed with the following roll call vote:

Andra Edwards – Aye	Heidi Evans – Aye
Jessica Smith – Aye	

b. Resolution 257 – Applying for State Bank Credit Card (Visa)

MOTION: A motion to accept **Resolution 257** was made by Heidi Evans and seconded by Andra Edwards. The motion passed with the following roll call vote:

Andra Edwards – Aye	Heidi Evans – Aye
Jessica Smith – Aye	

C. Trans Ultra Grant Acceptance

MOTION: A motion to accept the Trans Ultra Grant was made by Andra Edwards and seconded by Heidi Evans. The motion passed with the following roll call vote:

Andra Edwards – Aye	Heidi Evans – Aye
Jessica Smith – Aye	

D. Superintendent Evaluation.

Jessica Smith: If no one has any objections, this will be moved to the next board meeting in April as an executive session. (No objections)

ADJOURN: There being no further business the meeting was adjourned 7:43 p.m.

Board Chairman: _____

Superintendent: _____

**GARFIELD SCHOOL DISTRICT #302
PALOUSE SCHOOL DISTRICT #301
REGULAR JOINT BOARD MEETING**
Thursday, March 30, 2023
Held in the Garfield Library

I. OPENING OF MEETING:

The Garfield-Palouse Joint Board meeting was called to order at 7:43 p.m. by Board Chair Sean Neal.

A. ATTENDANCE:

Garfield Board: Ryan Pfaff, Matt Bofenkamp, and Justin Honcoop
Excused: Paula Adams
Palouse Board: Jessica Smith, Andra Edwards, and Heidi Evans
Excused: Shealyn Holbrook and Jamie Slocum
Also Present: Garfield Superintendent/Principal Brett Agenbroad
Palouse Superintendent/Principal Mike Jones
Administrative Assistant Debbie Anderson
Guests: Community members

B. REQUEST TO ADDRESS THE BOARD: None.

II. CHANGES TO THE AGENDA: Mike Jones – changing of the wording for Item D to say status for Palouse High School and status for Garfield Middle School. Debbie Anderson – The MS/HS ASB warrants also need to be added to the consent agenda.

III. CONSENT AGENDA:

- A. Approval of Minutes: February 23, 2023
- B. HS/MS ASB:
 - MS ASB: None
 - HS ASB: March \$10,025.24
 - Warrants: 30111755, 30111758, 30111765, 30111769, 30111700, 30111776, 30111786, 30111790, 30111791, 30111797, 30111804, 30111807, 30111813.
- C. Middle School Baseball Hire
 - a. Head Coach – Mr. Dan Kallaher
 - b. Assistant Coach – Mr. Marty Masten
- D. Educator Equity Data Collections
 - a. Status for Palouse High School
 - b. Status for Garfield Middle School
- E. Accept Mr. Mark Sawyer's Resignation effective June 10, 2023
- F. Ratify: Hiring of Palouse School District FFA Teacher Mr. Ryan A. Burtchett, as Garfield-Palouse AG Education Teacher effective 2023-2024 school year.
- G. Ratify: The move in employment between the Garfield and Palouse School Districts for the 2023-2024 school year. Stephanie Yonko will be moved from the Palouse School District to the Garfield School District payroll. Pay and Benefits will be paid Through the Garfield School District starting in 2023-2024.

Mike Jones: I would like to thank Mark Sawyer for all of his work and efforts with the AG program. He has done a really nice job for us this year and we definitely need to acknowledge that.

Also, I have a meeting with Ryan Burtchett tomorrow, he will be walking through the school. I am excited to have Ryan join the team. Once we get him on we will have him meet with FFA Boosters and the board, as well as CTE Advisory Board. Tomorrow will just be an informal meeting. I also want to make sure to acknowledge that Stephanie Yonko has done a fine job for us this year coming into a difficult situation and excited for her progress.

Matt Bofenkamp: When is the official start date?

Mike Jones: It is technically not until September 1. Part of what I need to visit with him is that we want him to be involved sooner than later. I will have more for you in April. Usually we have time slipped those advisors who have come in over the summer to try and compensate them a little bit for the times they start working with kids.

Matt Bofenkamp: So, if he has the ability to transition out of his job, possibly during the summer if he wants to get in on the AG side before fair and such we would be able to accommodate that?

Mike Jones: In some capacity. I don't know if we will be able to compensate to the point that he will be able to take care of his family and he is fully aware of that.

Matt Bofenkamp: Also, thank you to the hiring group for putting in the work and the various support members who were involved in that.

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

Jessica Smith – Aye	Ryan Pfaff – Aye
Andra Edwards – Aye	Matt Bofenkamp - Aye
Heidi Evans – Aye	Justin Honcoop – Aye
	Sean Neal - Aye

IV. OLD BUSINESS:

A. Consideration/Adoption upon Second Reading Policy 3246 – Restraint & Isolation:

Brett Agenbroad: Administration recommends approval.

Board Discussion: None.

MOTION: A motion approve Policy 3246 was made by Justin Honcoop and seconded by Heidi Evans. The motion passed with the following roll call vote:

Jessica Smith – Aye	Ryan Pfaff – Aye
Andra Edwards – Aye	Matt Bofenkamp - Aye
Heidi Evans – Aye	Justin Honcoop – Aye
	Sean Neal - Aye

B. Approval of the 2023-2024 School Calendar:

Board Discussion: Mike commented about half days and Matt Bofenkamp just wanted to make sure the administrators signed off on this. Brett commented that the union signed off on this as well.

MOTION: A motion approve the 2023-2024 school calendar was made by Jessica Smith and seconded by Matt Bofenkamp. The motion passed with the following roll call vote:

Jessica Smith – Aye	Ryan Pfaff – Aye
Andra Edwards – Aye	Matt Bofenkamp - Aye
Heidi Evans – Aye	Justin Honcoop – Aye
	Sean Neal - Aye

V. NEW BUSINESS:**A. Discussion of School Safety:**

Justin Honcoop: Given the tragedy that just happened within a week, it is a terrible and unfortunate thing that continues to happen, but I think it does bring to light that maybe we should reevaluate our school safety approach. I would like to see if the joint board would think about having a safety committee, having multiple members of both boards and then possibly including our law enforcement outside the school and look at all the different means that we can protect our kids in our building better, looking for immediate implementation things near-term, mid-term, long-term sort of things. How can we do better training for our staff, and how can we protect our kids in our building better. I think we need to look at ways of getting some grants, other approaches that other states are doing. I am just wondering if this is something that both boards would be inclined to do.

Discussion followed on this topic.

It was decided at the end of the discussion that Mike and Brett would work on getting this committee started at the end of April, middle of May. Mike Jones thought it would be good to start off with just the Board members and officers, set up a plan, and then bring in those agency pieces.

MOTION: Justin Honcoop moved to authorize the superintendents to form a safety committee and report back to the board with results, seconded by Matt Bofenkamp.

The motion passed with the following roll call vote:

Jessica Smith – Aye	Ryan Pfaff – Aye
Andra Edwards – Aye	Matt Bofenkamp - Aye
Heidi Evans – Aye	Justin Honcoop – Aye
	Sean Neal - Aye

VI: Reports:**A) Superintendent Brett Agenbroad:****a) Policy Procedure 3246P.**

Brett Agenbroad: This is the procedure for 3246 which was adopted tonight so we are just letting the board know that this is the procedure that Mike and I will be using to implement that policy you adopted this evening.

b) School Board Policy Review/Adoption of model policies:

Brett Agenbroad: I have put in a couple of phone calls to WSSDA. Brittany Montano sent me an email (this was handed out the board members) and tonight you adopted the Restraint & Isolation policy that we did not have at all in our current policy book, but it has a bunch of law behind it. My comment to the boards is, I think our policy book is inadequate and outdated. So, when I talked to Brittany this week I asked her if we can do this in a one-time meeting, can we have groups of people in a room and some of them take policies 1000, and another take 2000, etc., and we just go through it. She said they have never done it that way. Brett said this is how he has done it before in districts that needed a policy updated immediately. She informed me that there is a 10 to 12-month wait on policy review. So I have filled out the forms to get the joint board policy review on a queue for 12 months from now, and then it takes 12 months to go through the policy. So, we will be two years out. So I asked Brittany why couldn't the board just adopt all the series of the model policies in one lump, we would just say first and final reading, just take all the WSSDA model policies series 1000 to 5000 and adopt them all, then you have everything current. They would have to insert the school districts names, but then when this comes up for policy review we have a current and complete policy and then we would go through it over the course of

a year, by series, and remove any policies that don't apply to us, or change anything to meet our needs. So, I am just throwing this out there that the boards could adopt the model policies in their entirety, in one meeting, first and final. Then, you would have a complete updated policy series that you could go through over the course of time with the aid of Brittany and others. My recommendations would be just to adopt them all in one sitting and then we have everything up to date.

Matt Bofenkamp: Do you think that from the administrative perspective, based on your review of our existing policies, and where you say we are significantly outdated on a lot of these, that maybe there are currently some WSSDA policies that we don't have?

Brett Agenbroad: Yes, you just adopted one tonight.

Matt Bofenkamp: Then from a liability and risk protection standpoint, is that kind of what is recommended of the board?

Brett Agenbroad: I am going to say "yes". If we don't have policies on Restraint & Isolation, how do my staff members know how to react to situations, and then people from the outside how do they know how we are going to react or what to expect from us. So, whether we have it or not, there is a lot of law behind it. So, in my case, if I needed to do something I would just rely on the law because the policy was non-existent. So, from an outsider/new guy, why wouldn't we just adopt the model policies in their entirety to bring everything up to speed.

Discussion followed.

Mike Jones: I don't have any problem with us doing kind of a blanket policy. Regardless, we are going to WSSDA and use the model policy. So, that is what we are going off of and we are just modifying our legal name in that and any adjustments that need to be made.

After further discussion it was decided to get the board members access to the policies and start with Series 1000, adopt it for first reading, read it, and then do the edits on the second reading, and then adopt.

Superintendent Report – Mike Jones:

We have been working on gathering ELA samples for fall review in the elementary side of things, and at the secondary level looking at what we are doing with grading, what do students know. We had a presentation yesterday on "Safe in a Digital Age" by Steve Schreiner. Mike recommended to the board to check out ChatGPT. He showed students how someone can identify and locate where you are at in a heartbeat and why you should not share privacy information.

FFA state convention is coming up. Robotics qualified for the PNW championships next week. They will actually be going to Houston. Prom is on Saturday night.

Superintendent Report – Brett Agenbroad:

Oakesdale superintendent keeps sending me emails that he has concerns about what they are seeing on the internet. So, I had Joe come up over one of the emails that we received and he said that he works with a lot of schools around here and they would catch these phrases that the kids are using and that our BARK system is not catching them. So I asked Trevor to tell me about BARK and found out that we have the free version. So, I have asked Trevor to get us some options but I want to get away from BARK because it is missing too many terms that other people like Oakesdale are catching and then have to send them back to me.

Mike Jones: In the BARK system there is a paid version component of that which Trevor visited with me on that. So this Steve talked about BARK and recommended that.

Brett Agenbroad: Then we need to get the paid version then.

ADJOURN: There being no further business the Garfield-Palouse Joint Board Meeting was adjourned at 8:36 p.m.

Garfield Board Chairman: _____

Garfield Superintendent: _____

Palouse Board Chairman: _____

Palouse Superintendent: _____