

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

Thursday, May 30, 2023

Held in the Garfield School Library

**I. OPENING OF MEETING:**

The Palouse School Board meeting was called to order at 7:43 p.m. by Board Chair Jessica Smith.

**A. ATTENDANCE:**

Palouse Board: Jessica Smith, Jamie Slocum, Shealyn Holbrook and Andra Edwards

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

Business Manager Jeremy Loe (via Zoom)

Guests: Community Members

**B. REQUEST TO ADDRESS THE BOARD:** None.

**II. CHANGES TO THE AGENDA:**

Mike Jones: We have an NA for approval of minutes, but you did receive copies of those minutes so please make note of that and look to approve.

Andra Edwards: I would like to add under New Business, Item D, sudden cardiac arrest in athletes.

**III. CONSENT AGENDA:**

A. Accounts Payable:

1. General Fund:

May - \$68,812.22

Warrants – 30111897-30111901, 30111903, 30111905-30111906, 30111909-30111925, 30111927-30111929, 30111931-30111932, 30111934-30111936, 30111938-30111941, 30111943-30111945.

Wire Transfer – 473.72 to BMO

Transfer # - 202100032

May - \$1,183.71

Warrants – 30111967, 30111969

2. HS ASB:

May - \$8,277.78

Warrants – 30111896, 30111902, 30111904, 30111907-30111908, 30111926, 30111937, 30111942

May - \$1,398.52

Warrants – 30111968, 30111970

3. Capital Projects:

May – \$23,446.83

Warrants – 30111930, 30111933

May - \$192,768.19

Warrant: 30111966

4. Payroll:

May (Checks) – \$9,905.80

Warrants – 3011946-30111951

May (Benefits) - \$77,580.66

Warrants – 30111952-30111965

Payroll Electronic Transfer (Direct Deposit)

May - \$108,182.96

Payroll Electronic Transfer Fed W/H & SS

May - \$37,606.82

B. Approval of Minutes

- 1. April 27, 2023

C. Hire – 2023/2024

- 1. Anna Brown – After School Programs for 23/24

Mike Jones: Anna Brown is taking Aja Hostetler’s place in 2<sup>nd</sup> grade. We have also had the after-school program position open that we run Monday through Thursday and she is going to take that over starting next year.

**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:

Andra Edwards – Aye	Shealyn Holbrook – Aye
Jessica Smith – Aye	Jamie Slocum - Aye

**IV. OLD BUSINESS:** None.

**V. NEW BUSINESS:**

**A. Resignation – Board member Heidi Evans**

Jessica Smith: Heidi Evans has relocated for work purposes so this position needs to be opened up and I would like to get this filled as soon as possible.

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

Andra Edwards – Aye	Shealyn Holbrook – Aye
Jessica Smith – Aye	Jamie Slocum - Aye

Mike Jones: We will start advertising that next week and see what interest we have. It is District 2 in Palouse.

**B. Principal Search Update**

Mike Jones: Tomorrow we will be holding interviews for the three candidates that we have for principal. I did send an email to all of you, as well as the Garfield Board, that if any of you are looking to attend let me know so I can get you dinner. We will have the candidates available to the community from 6:00-7:00 p.m. Scott Thompson is working with the ASB and so the student committee will be there. Staff will also be meeting in the library with all the candidates.

We do need to have a work session on Thursday or Friday, or what is your thoughts. We talked at one time about trying to do Friday, I am going to compile information Thursday, but you will need to go over that.

Jessica Smith: I would like to get this done sooner as it would only be fair to our candidates to give them an answer as soon as possible.

Andra Edwards: I think the closer we get to graduation the harder it is going to be.

After discussion it was decided that Thursday evening at 6:00 p.m. would be the Special Session.

Mike Jones: We will look to do a Special Session on Thursday and I will get that posted. Just an informational piece, the candidates will be there by 2:30 p.m. tomorrow and they will be in the building until about 7:00 p.m. Sandra Krause-Ayers, Amy Ripley, and Carolina Suarez are the

three candidates. The gym is set up for graduation so that is why we have the community in the upper gym.

Jessica Smith: To the community members present, please make sure your friends and family know to come out as we really want the community's opinion on this.

### **C. Superintendent/Principal Report:**

Mike Jones: We just finished up SBAC testing and the third round of MAPS testing. The staff will turn in MAPS testing results on June 2<sup>nd</sup>. The one thing I do want to mention, Brett brought them in at the beginning of this year with Jenny Marshall regarding Really Great Reading, is that this program was used to target phonemic awareness skills and phonics. One of the things that we noted in the Wonders curriculum was a weakness there. As an indicator, some of the data is actually pretty amazing and I am pretty excited and want to congratulate the staff and Jenny, and everyone that has worked diligently there. We had a student last year with no intervention on phonemic awareness with an 8-point growth in our MAPS testing overall. With phonemic awareness this year, using the Really Great Reading, that same student made a 22-point gain. Jenny went through four different students, but one student had a 12-point growth last year with no intervention and a 32-point growth this year. Another one was -3.0 on their growth and ended up with a 31-point growth at the end of this year. So, seeing some really good results and again using it with Fidelity and using it in the classroom on a consistent basis has been really impressive, and in coordinating with Jenny. So, I want to again thank the teachers and Jenny for working with us on that. We saw some great growth there.

On the athletic side, I would be remiss if I did not congratulate the Mens team first of all for their 3<sup>rd</sup> Place finish. Kieran Snekvik got 1<sup>st</sup> place in the 1600, and Brendan Snekvik got 2<sup>nd</sup>. Brendan got 1<sup>st</sup> in the 3200, and Kieran Snekvik got second place. Both of them came home with a state championship. The Women's team took 1<sup>st</sup> place overall. Congratulations to Lola Edwards and Kennady Cook both for being State Champions, Lola in the 3200 and Kennady in the 400 and 200. Excellent showing all year long from our track athletes and State was an exciting time. FFA State Convention earlier this month. We had approximately 25 students going that went down to the Tri-Cities and participated. I want to be sure and congratulate all the new officers after they held their awards ceremony the other night here in Garfield. Robotics went to Houston. ASB elections have changed guard. Band went to the Lilac Festival which was a long day for some of the track athletes who were at a meet and then traveled to Spokane to march in the parade. Preparation is underway for graduation right now. When you see Brian Lentz be sure to thank him for getting the school ready, plus he has a daughter involved, so it is double duty for him. Graduation is June 3<sup>rd</sup> at 11:00 a.m. and we would love to see everyone there. Jessica and Matt will be up on stage.

5<sup>th</sup> and 8<sup>th</sup> grade orientation have been set for June 6<sup>th</sup>. We are looking to register the 8<sup>th</sup> graders for their class schedule. Also, that evening we have our awards banquet for the Hight School Honors Awards.

Looking at ELA samples for fall review, much like we have talked about with other samples, we are finishing up our 6<sup>th</sup> year of Wonders and looking to move on from Wonders. So, next year we will be piloting two different programs. We want to continue with the Really Great Reading, as we demonstrated with some of the results, and so teachers are currently in a committee gathering samples and will be piloting those over the course of next year.

We are starting intensives today. We have a group in San Fransisco right now which Tricia Johnson has shown me some pictures today which kind of looks like the Sound of Music as they are wondering through Yosemite. So, that has been a fun trip so far. They are in Alcatraz right now per Tricia Johnson.

Bike Trail Riding and Safety was kind of a late addition, but we have several kids that are doing that, looking to take them up to the Hiawatha Trail. They will start on the Bill Chipman Trail.

We also have around 14 kids camping next week.

The other one, which I found interesting, is a horticultural bonsai class and even though it is only day one the kids are really getting into this.

On the elementary side, 4/5 was at the ropes course today. We might be remiss if we didn't thank Hollis Jamison and the Masonic Hall for Books for Bikes for students, both Garfield and Palouse will be doing that tomorrow. Then in the afternoon we have a Bike Rodeo for the Palouse elementary at 12:30 p.m. in the upper parking lot.

In the last week, we will have a talent show, AR store, field days, annual day in the park, and all those fun activities to finish off the year.

Summer Projects: We ordered playground equipment about a month and a half ago that has been shipped – 6-8 week deliver time – should be here around the 1<sup>st</sup> of July and we will be installing those pieces.

If anyone wants an update on the Apollo timeline, I can give you that, but after meeting with them they are scheduled to be done by the 29<sup>th</sup> of August. We should see them in the building on June 12<sup>th</sup> and they will start tearing apart boilers and doing some abatement.

The solar contract we got signed and again they are ordering materials and so that is looking at a September installation. The weight room is almost done. They have poured the floor in the AG shop, and they are siding it right now and will start actually moving in equipment in the next week. So, Mark Sawyer is slowly cleaning the rest of the shop and looking to move stuff around. Lindsay Brown has been going wild with the Garden area. We have excavation starting here in a couple of weeks, as well as Aqua Lawn is putting in sprinklers up on that side. We have community support on coming in and putting in some shelving and some other pieces together and we should be planting hopefully here towards the beginning of school, that is the target date. As we start looking at the budget and some of those things that we are working towards, we have been talking a lot about different budget pieces. The stabilization in ESSER Funds will be ending at the end of this next year. We are looking at a deficit again, but we knew that going into this year. We are on target and then some but will be slightly over. We are looking at a budget extension as well.

I am going to recommend that we do look for a time, whether it be late June or 1<sup>st</sup> of July, as initial work session moving into next year looking at a couple different areas of what we need to look at moving forward.

Jessica Smith: If we are going to do a work session at the end of June/beginning of July, that is around our next meeting – would that be accurate?

Mike Jones: It could be after the next meeting, sometime this summer before we go into August. Ideally, we will have a principal on board and have them in so that they are part of the conversation.

### **C. Sudden Cardiac Arrest:**

Andra Edwards: I think that Katie Snekvik and I are the only two in this room that were at the track meet this weekend and overall, it was really fun. We did have an extremely scary thing happen on Friday. Right in front of where we were sitting, a young lady came through the end of her relay and collapsed and it was hard to tell at first because a lot of kids collapse when they come through and they crawl off dramatically, and make a big fuss, but her heart stopped and this young lady died in front of us at the track meet and the only thing that saved her was that she happened to collapse and have this sudden cardiac arrest right in front of the trainer tent and they knew exactly what to do, which doesn't always happen in this case, and they got right on their CPR and they shocked her twice and finally got her to come back. And I will tell you that sitting there watching this, I have never heard a more joyful sound than that child crying, because if you are crying you are breathing, and it was just terrifying, but it did make a huge impression on all of us. We were sitting next to the parents of this kid, and they flew out of the

bleachers, it was just horrible and scary. Weirdly enough, the Laughary’s friend, a paramedic in Chelan, mentioned that this week on Friday they are doing this super cool cardiac screening where they screen these kids for sneaky issues with their hearts. So apparently, this sudden cardiac arrest is different than a heart attack, it is not a plumbing issue, like a blood pumping issue, it is an electrical issue, and the only signs are sudden collapse because that is what happens. You have no warning, your arm doesn’t hurt, your chest doesn’t hurt, you just collapse. I have learned from Ray, and from some of this information that I will pass around, this happens every two days in the United States; an athlete has this sudden cardiac arrest. And so this screening is pretty cool, it is a group of doctors and nurses, cardiologists, echocardiologist; all those people who know everything about the heart. They are from the Seattle area and if they can get a host school, and they can get the funding together, and a minimum of 200 kids for an area, they will bring everything to the host school and they will test as many athletes as they can to go through this program. They have found that a majority of kids that are susceptible to this have a sneaky cardiac condition that hasn’t made itself known until they just die, literally. They are doing this in Chelan on Friday. I just went to this website, [www.Nickoftimefoundation.org](http://www.Nickoftimefoundation.org), this is our local one and it is named after this kid Nick who unfortunately died at a football game. A lot of times people don’t recognize that this is what is happening so they don’t start CPR in time and if they don’t get help within that first five minutes they will die. The only thing that can save these kids is an AED, which we have two at the school. We have one with EMS in Palouse, but people need to know about this, and it is best if we know that the kid is susceptible to this problem in the first place so we know immediately that we need to shock that kid right now if they do collapse. So, I just want everyone to kick around this thought because it would be a huge project, but I think that we could do it and I think enough people who were at this track meet that saw this happen that it affected everybody so solidly, that if we got a few schools together we could probably raise the funds to have them come and do this for our athletes and I think it is something we all should really heavily consider. What I found is that it cost \$10,000 to do this. They want at least 200 kids, but hoping for 400. I really don’t think that raising \$10,000 between a bunch of schools is out of the question for something as valuable as this. I never want to see this again. I don’t want any parent to deal with what that father dealt with when he came flying out of the stands and his daughter was dead in front of him, and I think this would be something that we should all consider really heavily.

Jamie Slocum: Would this be just for athletes, or could it be for anybody.

Andra Edwards: It is for any kid ages 12-23. So, this includes college students too. We are trying to get Joe Handley to go as a representative to the Chelan event and just see what is happening and what it is about and how feasible it really is. If he can’t go it would be awesome if we could get somebody else to go. It is this Friday.

Discussion followed regarding moving forward on this issue and maybe joining Pullman Regional Hospital in this endeavor.

Mike Jones: I just wanted to remind everyone that we have 18 graduates this year. Congratulations to Colby Dugger for being named salutatorian and Kendra Lentz and Megan Olson for being Co-Valedictorians.

**ADJOURN:** There being no further business the meeting was adjourned 8:11 p.m. by Jamie Slocum and Shealyn Holbrook.

Board Chairman: \_\_\_\_\_

Superintendent: \_\_\_\_\_

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

Tuesday, May 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  
Palouse Board: Jessica Smith, Jamie Slocum, Shealyn Holbrook, and Andra Edwards.  
Also Present: Garfield Superintendent/Principal Brett Agenbroad  
Palouse Superintendent/Principal Mike Jones  
Administrative Assistant Debbie Anderson

**B. REQUEST TO ADDRESS THE BOARD:** None.

**II. CHANGES TO THE AGENDA:** Brett Agenbroad would like to change, under New Business, Item 2, Resolution 240, it was originally written for \$200,000 and I would like to revise that to \$100,000.

**III. CONSENT AGENDA:**

A. Accounts Payable:

1. General Fund:

April - \$ 72,828.27

Warrants: 30210649-30210685, 30210688

Wire Transfer: \$1604.84 to BMO  
202100048

2. Capital Projects: None

3. Payroll:

April (Checks) - \$7,523.95

Warrants: 30210692-30210699

April (Benefits) - \$74,834.02

Warrants: 30210700-30210709

Payroll Electronic Transfer (Direct Deposit)

April - \$105,005.05

Payroll Electronic Transfer Fed W/H & SS

April- \$33,249.47

4. ASB Fund:

April - \$132.02

Warrants: 30210686

Wire Transfer: \$625.26 to BMO  
202100048 to BMO

B. Approval of Minutes

1. April 27, 2023

C. Ratify teaching contract for school year 2023-2024 for Ms. Jamie O'Toole

D. Resolution 242 – WIAA Renewal

E. Ratify Insurance Settlement with Hartford Steam Boiler

F. Ratify Psychological Service contract for year 2023-2024

G. Gifts & Donations

1. Accept Donations for Trap.

**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:**

- 1. Consideration/Approval: Paula Adams Resignation from the Garfield School Board.

**MOTION:** A motion to accept the Paula Adams resignation from the Garfield Board was made by Matt Bofenkamp, seconded by Justin Honcoop. The motion passed with the following roll call vote:  
Ryan Pfaff – Aye                      Matt Bofenkamp – Aye  
Justin Honcoop – Aye                Sean Neal – Aye

- 2. Consideration/Approval: Resolution 240 – 2022-2023 Interfund Transfer.

Brett Agenbroad: We have been talking about putting some more money in the capital projects account and so I would like the board to approve \$100,000 for capital projects.  
Justin Honcoop: Is there a reason why we wouldn't do \$200,000?  
Brett Agenbroad: I have had a long talk with Jeremy today about the budget development for the 2024 school year. We started this year with a \$200,000 deficit budget and it looks like right now we are currently at a deficit of \$74,000 and still trying to see what that number looks like at the end, which I am hoping is smaller. But, I believe that we are going to run a deficit budget next year as well and I believe that it is going to take until fiscal year 2025 to get to a budget that isn't a deficit budget. Just a note, running rough numbers, will probably run another \$174,000ish deficit budget. So thought we would just back that up to \$100,000.

**MOTION:** A motion to accept the Interfund Transfer of \$100,000 into the Capital Projects Fund 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

- 3. Consideration/Approval: Resolution 241 – State Bank Account ESD101 Signatory Valorie Wagner.

Matt Bofenkamp: Is this just an additional person in ESD that is assisting Jeremy?  
Brett Agenbroad: Yes, the way that ESD explained it to me is that Jeremy holds all the eggs in his basket, and they would like to have people cross trained for Garfield and Palouse, so they brought Valerie Wagner on and she will do the Garfield Budget and she is formulating all the contracts right now. In the course of her training, it is budget development for us and then Jeremy or Valerie is doing Palouse, but I think it is a wise idea to have multiple people trained in this coop, at least in our mutual financial situation.

**MOTION:** A motion to accept Resolution 241- State Bank Account ESD101 Signatory Valerie Wagner was made by Matt Bofenkamp and seconded by Justin Honcoop. The motion passed with the following roll call vote:  
Ryan Pfaff – Aye                      Matt Bofenkamp – Aye  
Justin Honcoop – Aye                Sean Neal – Aye

4. Consideration/Approval: Garfield Job Descriptions

Brett Agenbroad: I appreciate Jeremy working with me on getting these job descriptions that I can adjust for our faculty and staff, something that I have worked towards since I arrived here. It has been a Gar-Pal goal to get job descriptions built, and certainly we should be able to issue them a contract upon request, and so I have gotten them worked up in the scope that I can give them to the Garfield Staff.

Justin Honcoop: Glad you finally got these.

**MOTION:** A motion to accept the job descriptions as presented was made by Matt Bofenkamp and seconded by Justin Honcoop. The motion passed with the following roll call vote:

Ryan Pfaff – Aye	Matt Bofenkamp – Aye
Justin Honcoop – Aye	Sean Neal – Aye

5. Consideration/Approval: Safe Haven Defense Bid Proposal.

Brett Agenbroad: Again, after the last shooting, we tried to figure out what are we not doing that we could and one of those things was our doors with windows. Safe Haven came down and have given us a bid to do all doors and I recommend this be done.

Justin Honcoop: Are we doing all exterior doors?

Brett Agenbroad: All exterior door windows. As soon as we can get this approved it will be in the realm of 30 days that this will be done.

**MOTION:** A motion to accept the Safe Haven Defense Bid proposal as presented 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

6. Consideration/Approval: Purchase of Elementary Math Curriculum.

Brett Agenbroad: The elementary faculty have talked to me at length, and Mike and I have talked at length about Math Curriculum for Garfield. The curriculum committee has worked through a number of vendors and this is what they have proposed: “Our current math curriculum is 6-years old and in the past we have been in a 5-year renewal cycle for new curricula to insure that we are up-to-date with the ever changing academic demands. Go Math has worked well within our multi-grade classroom. It has to be supplemented to meet the state standard requirements. There were two websites that rank curricula and Go Math ranked low on one of them. We did look at a new 2023 curriculum from Go Math and they had not made significant changes, in fact, the scope and sequence was moved around but the assignments were exactly the same. We explored several different curriculum including enVision Math, Bridges, Go Math, Everyday Math, and Saxon. It was tough to find a curricula that worked well in multi-grade classrooms and after looking at several of these that was the reason for discarding them as possible contenders. And so, we are asking for the approval of Into Math. These were the top reasons that we chose it: Teachers manuals, they were easy to navigate, uses scaffolding for intervention in differentiation. On-line resources, tools and activities, align with Washington State Standards, local schools are using it. One of the committee members went to Colfax and watched a math lesson being taught and then talked to faculty members there. So, this is about \$30,000 and I am going to ask the board to approve the purchase but I am going to hold off on the purchase until I understand the 2024 budget a little more clearly.

We would like to buy this as soon as we can to get it here and get training done before school starts, so we could buy it on this year’s budget but we probably have to do a budget extension.

Matt Bofenkamp: Is that \$30,000 for the full 5-years, there are no yearly renewal fees or anything?

Brett Agenbroad: Correct, that is for the 5-years which includes 5-years of support, training, and so we got the biggest package possible. The faculty are eager and have initiative for the training and will come in as soon as possible when it comes in.

Justin Honcoop: Is that in-person training or on-line?

Brett Agenbroad: It is both, mainly on-line. What they do, they give you a trainer that you meet and then that Trainer is your trainer for the 5-years, so you can build a relationship with them and make it easy to ask questions on the fly. That is how it was explained to me.

**MOTION:** A motion to accept the elementary math curriculum as presented was made by Justin Honcoop and seconded by Matt Bofenkamp. The motion passed with the following roll call vote:

Ryan Pfaff – Aye	Matt Bofenkamp – Aye
Justin Honcoop – Aye	Sean Neal – Aye

7. Consideration/Approval: Purchase of two pieces of P.E./Playground Equipment for Middle School lunch “Recess Area”

Brett Agenbroad: After talking with Jeremy, we can probably buy these out of the special projects fund so it doesn’t hit our spending limit. As I have done recess duty during lunch this year it has become a little bit embarrassing for me personally that we only have 4-square and a couple of basketball hoops, and if you are not into either one of those activities there is really nothing to do. Then, if you watch, I would say 50% of the time, the boys are just hanging on the rim of the basket. So, I would like to put up a monkey bar that has pull-up bars on the side of it, as well as a station where you do dips, and it is a designated pull-up bar as well and it has pieces that you can add on to it. I talked at length to Stevie Pfaff, who also does playground duty every day, and I talked with Nate Holbrook, PE Teacher, and after speaking with both of them Nate wanted to take it over completely. He wanted to find the pieces of equipment that would work best for his PE program so I can do a variety of things that I can’t do now. What we are proposing is like a true fitness apparatus that will last probably longer, and it provides people in the community to do things in the evening with their kids, etc.

Justin Honcoop: Do we have a dollar figure on this?

Brett Agenbroad: Yes, it is around \$14,000.00.

Ryan Pfaff: The equipment is \$14,000.00 and then plus the excavation.

Brett Agenbroad: Correct. It has an incline monkey bars – so you are doing monkey bars up – and then it has the dedicated chin-up bar, and dip station.

**MOTION:** A motion to accept the PE/Playground Equipment as presented was made by Matt Bofenkamp 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

**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: I wanted to report that Real Life, and a group of concerned citizens, came in May and did a lot of work around the school and I would like to thank all the people involved. Annie Bofenkamp was the lead on this and Justin Honcoop played a part as well. They came in and edged all around our sidewalks out front of the school. In the bus turn around they cleaned out the flower beds in the lower bus turnaround area. They cleaned the front flower pots and planted new flowers. They cleaned the iris bed out in front of the middle school math room that was looking tired. They cleaned the area by the Garfield sign at the entrance and added new flowers. They removed the wild rosebush that had gone rogue and they cleared out the memorial plague area under the bell. They limbed trees in the elementary playground, the suckers that were coming off that tree as the kids play with those and break them off, and we had been asked to do this but never got around to it, and so they kindly took care of that. In July of 2022, one of the conversations I had with Sean was about the grass growing in the fence line. We sprayed that grass late fall and Justin Honcoop burned the fence line and we really appreciate that. They also cleaned the parking lot of a lot of debris and branches. So, we really appreciate all that they did.

Patty Villa finished out the Book Fair last month and got an all-time high of 3,000 in sales. It takes a minimum of \$2500 or the company will not ship out the actual stands and books. So, she was pretty proud of making the \$2500 mark.

We should be expecting to see payment from Hartford Boiler at any time.

We have sold the surplus fuel tank and individuals have signed all the waivers that we required and we had it set up to move last Wednesday and the track hoe that we were going to use had some malfunction. Talking to him today it will probably be another week before he can get that tank moved out and then the company that bought it said that they can provide a low boy if we can just lift it on.

The asbestos was fully abated off the boiler and the girls and boys shower room. It is as clean as it has ever been down there. They have power washed that whole place and there is no asbestos on that old cast iron boiler and it is pretty amazing.

I have found out that there is a past practice in the Garfield-Palouse Middle School with 8<sup>th</sup> graders, on the last day of school, taking off and walking the railroad tracks to Palouse. To me it just sounds like a bad idea. The railroad is private property, an active roadway, unsupervised. We don't really check that they have water, food, phone, foot gear, etc., and apparently, they just take off. So, I have this notice that I am circulating that says, "the past tradition of allowing Gar-Pal students to walk the railroad tracks from Garfield to Palouse on the last day of school is not a Garfield District or school sanctioned activity. All students are required to board the school bus on June 9<sup>th</sup>, 2023, and be transported to their home bus stop as on any other school day. So, I have talked with Jason Jahn and said that I want those bus drivers to be very aware that day of who they transported over because those same kids need to be transferred back. Washington State Department of Transportation identifies railroad tracks as private property, not public trails, it is illegal and dangerous to walk on unless you are using a designated crossing - \*Train Safety/WSDOT.wa.gov. The actual law says, "Railroad Company" includes every corporation, company, association, joint stock association, partnership, or person, its, their, or his or her lessees, trustees, or receivers appointment by any court whatsoever, owning, operating, controlling, or managing any railroad. So, again, those railroads are private property and I have already asked Joe Handley to be down here at the crossing to just make sure none of our kids are walking that railroad track. If our kids get on the bus and go back to their home bus stops and their parents drive them over here to walk, that is their business, but it is not a school sanctioned activity under my administration.

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

Board Chairman: \_\_\_\_\_

Superintendent: \_\_\_\_\_

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

Thursday, May 30, 2023

Held in the Garfield Library

**I. OPENING OF MEETING:**

The Garfield-Palouse Joint Board meeting was called to order at 8:11 p.m. by Board Chair Sean Neal.

**A. ATTENDANCE:**

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

Palouse Board: Jessica Smith, Andra Edwards, Shealyn Holbrook and Jamie Slocum

Also Present: Garfield Superintendent/Principal Brett Agenbroad

Palouse Superintendent/Principal Mike Jones

Administrative Assistant Debbie Anderson

Business Manager Jeremy Loe (via Zoom)

Guests: Community members

**B. REQUEST TO ADDRESS THE BOARD:** None.

**II. CHANGES TO THE AGENDA:** None.

**III. CONSENT AGENDA:**

A. Approval of Minutes: April 27, 2023

B. Ratify Ms. Stephanie Yanko's resignation from employment with the Garfield School District.

C. Ratification of Ms. Glory Dickerson as the Garfield-Palouse AG Education Teacher for school year 2023-2024

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

Jessica Smith – Aye

Ryan Pfaff – Aye

Andra Edwards – Aye

Matt Bofenkamp - Aye

Shealyn Holbrook – Aye

Justin Honcoop – Aye

Jamie Slocum - Aye

Sean Neal - Aye

**IV. OLD BUSINESS:**

**A. Consideration/Action: Regarding adoption upon second reading of Model Policies Series 1000, Policies 1000-1830:**

Sean Neal: Are there any needed changes, adjustments, comments, on the 1000 series.

Jessica Smith: I have a lot and after I have read through this, I figured I have roughly a third of them and I think we need to discuss roughly a third that I don't think are applicable to us. I think I would suggest throwing out there that instead of chewing this at our joint board meetings and making everybody suffer through this with us, can we set up a working group, something that chews through all of these and then brings that subset back to the group to vote on? I know we need to get these policies updated, but like I said, especially when I am looking at the 2000 series here, if it is at all like the 1000 series, we are going to be here a long time and I really don't want to do that to anybody.

Andra Edwards: I also have a lot of "cat" sticky's as well.

Sean Neal: I am not opposed to that. Are there other thoughts?

Jessica Smith: I believe we are limited to two members of each board because we can't have quorum. I am volunteering to be on this group since I just suggested setting it up.

Sean Neal: So, do we want to pick those tonight and set a date tonight? Or set an action item that we are going to do that. What are your thoughts.

Jessica Smith: I do believe that we need updates, some of these need to happen, and so I would suggest that we start seeing who is available, who is interested tonight, and agree that we will set a date, post it on the web, etc. That would be my suggestion.

Matt Bofenkamp: Is there any concern from administration about not doing an approval and then working through the individual administrative updates with our representative here like we talked about last time?

Brett Agenbroad: I am good with the working group. I think what we should do is everybody identify what they are having problems with and let the designee know and then the working Group says, 'these are the ones that the board members are having an issue with so let's go through each one of those and digest it, recommend it or not, but it wouldn't bother me at all because we are in the process, we are working through it. I would recommend that as we review these, as I had some sticky notes myself, that we pick a designee, say Mike or I, you send us what you are concerned about and the working group sits down and just looks at those policies, etc. Discussion followed.

Mike Jones: I am going to interrupt here real quick, just because I know the Glory Dickerson needs to leave, but I would be remiss on two counts – 1) If I didn't thank Stephanie Yonko for her work this last year, she did a great job for us and I know that we have some upset kids because she is leaving, but 2) I know that they are also going to be very excited and pleased to meet Ms. Glory Dickerson. I know she was in the consent agenda but for those of you who do not know Glory, she interviewed with us here a couple of months ago and did an outstanding job and we happened to have a position that opened up and luck would have it she hadn't been hired at this point, so that is why she was on, and so I would like to welcome Glory to the team. I think Brett and I are both in agreement that we are pretty excited to have her employed here.

Discussion followed regarding the 1000 series and having a committee. It was decided to meet in Palouse at the school library on June 19<sup>th</sup> at 6:30 p.m. Volunteers are Jessica Smith, Andra Edwards, Matt Bofenkamp and Justin Honcoop, along with Mike Jones and Brett Agenbroad.

**B. Consideration/Action: Upon second reading of Policy 6220:**

**MOTION:** A motion to accept Policy 6220 was made by Jessica Smith and seconded by Justin Honcoop. The motion passed with the following roll call vote:

- |                        |                      |
|------------------------|----------------------|
| Jessica Smith – Aye    | Ryan Pfaff – Aye     |
| Andra Edwards – Aye    | Matt Bofenkamp - Aye |
| Shealyn Holbrook – Aye | Justin Honcoop – Aye |
| Jamie Slocum - Aye     | Sean Neal - Aye      |

**C. Consideration/Action: Renewal of Gar-Pal Cooperative Agreement for 2023-2024 School year.**

**MOTION:** A motion to accept the Gar-Pal Cooperative Agreement for the 2023-2024 school year was made by Justin Honcoop and seconded by Jessica Smith. The motion passed with the following roll call vote:

- |                        |                      |
|------------------------|----------------------|
| Jessica Smith – Aye    | Ryan Pfaff – Aye     |
| Andra Edwards – Aye    | Matt Bofenkamp - Aye |
| Shealyn Holbrook – Aye | Justin Honcoop – Aye |
| Jamie Slocum - Aye     | Sean Neal - Aye      |

**V. NEW BUSINESS:****A. Consideration/Adoption: Upon First reading of Policy Series 2000, Policies 2000-2027:**

Sean Neal: I would make a proposal for Item A, for the 2000 series, that we defer on that until we have resolution on the 1000 series. If there are no objections, we will just skip over that.

**B. Consideration/Action: Regarding FY'22 Cost Share reimbursements from expenditures Made in FY'22, approved in FY'23.**

Mike Jones: I think Brett and I have grilled Jeremy pretty severely across the board. So, just in a general sense, we had a couple major areas in particular that we identified: food service and transportation. In looking through that there were some decisions made, and which there was about a \$3,000 credit that Brett was gracious enough to throw our way. Palouse is still going to end up owing about \$46,000 for this last cost share, which is a little bit out of the norm. Most of the time we are anywhere from \$5,000 to \$10,000, this one was significantly different and a lot of that has to do with kind of a blimp on the screen with raised costs, and that is in talking with Jeremy in particular. Jeremy, do you want to say anything on any of that? Am I representing that correctly?

Jeremy Loe: I think you did pretty good.

Mike Jones: I think there are some points of conversation, but I don't know that we are ready to talk about that at this point. Brett and I visited about a couple of different things and so we may visit a little bit later in what we are looking at there. Again Brett, I would defer to you if you have anything to add.

Brett Agenbroad: Like my colleague has said, we have discussed some changes that may or may not reduce cost next year, but if there were decisions made that raised the rate a little bit we can try to make those adjustments. I have nothing additional to add.

Mike Jones: One of the challenges for the cost share is, of course, from last year. It is not taking anything into account from this year. So, we are always planning a little bit from behind. Like I said, both Brett and I have grilled Jeremy significantly on this.

Justin Honcoop: How does 22-23 look as far as cost sharing? Have you done any projections Jeremy?

Jeremy Loe: Things are looking a little bit more normal. Food service was probably a one-time thing and some other things like transportation costs have been pretty significant for last year and this year, so I think that will also be a big factor going into this year. One of the things with the motor pool was the purchase of the vans, supplies, fuel costs, etc. In speaking with Jason, one of the vehicles took a lot of work in the shop and so that also plays a factor. Other than that, I think things should normal out a little bit this year. The student activities one, you will notice that normally Garfield was paying Palouse for that one and it has flipped flopped this year. That one is kind of hard to tell. One of the biggest things is the transportation transfer that we do at year-end, so I receive a mileage report from Jason on how many miles were driven for just like extracurricular type of activities, especially with going into these post covid years, and that is all starting to take back up again. Also, the significant increase in transportation costs is also a factor. With student activities we may be seeing a new normal here, but it is kind of hard to tell. I think this year will kind of be a determination of what that is going to look like, but I think it should balance out.

Mike Jones: One of the things on the activities cost that ended up happening, the district changed for athletics, so the high school is traveling further for activities such as State Convention being moved to Tri-Cities, and a lot of different factors have contributed to that. So, the mileage took a major spike.

Brett Agenbroad: Jeremy, since you mentioned buses, I would just like say to both boards that we have some money right now in transportation for buying new buses and we are going to get considerably more here in the near future, and I think Mike and I would like to have a report of which of our current buses is costing us the most in repairs, because if we have \$400,000 that we can only buy buses with, and we have one bus that is costing us a ton of money in repairs, then this would be a good time to look in replacing that bus. So, we will probably be bringing that to the board at some future date.

Matt Bofenkamp: Would it be possible, over the next couple of meetings, to have him come in and give a short board presentation on our transportation budget and how our depreciation schedule looks? I know that depreciation is an important tool that you use and I just want to make sure that if we have money to spend, and we can help out in cost, that we are also benefiting from our depreciation schedule as well.

Jeremy Loe: One thing that I want to point out on the transportation appreciation schedule, especially for this year, is two buses are falling off of the transportation depreciation schedule, so that is one thing to keep in mind. I believe that next year we will also have one or two buses possibly falling off as well.

Matt Bofenkamp: Jeremy, I have just one question for you. For the school board items on the cost share, some non-salary expenditures, this doesn't include any legal fees there, so what is that money paying for.

Jeremy Loe: Any supplies such as the owl, technology related supplies, WSSDA.

**MOTION:** A motion to approve the 21-22 Cost Share to be paid out in 22-23 as presented was made by Matt Bofenkamp and seconded by Shealyn Holbrook. The motion passed with the following roll call vote:

Jessica Smith – Aye	Ryan Pfaff – Aye
Andra Edwards – Aye	Matt Bofenkamp - Aye
Shealyn Holbrook – Aye	Justin Honcoop – Aye
Jamie Slocum - Aye	Sean Neal – Aye

**V. REPORTS:**

**1. Superintendent Reports:**

Brett Agenbroad: With regard to the safety committee, something that came to mind while I was listening to Andra Edwards with regards to the AED saving the day at the track meet, I think an AED should be incorporated into our evacuation plan. There would be a lot of stress if we have an evacuation of any kind and having an AED go with the elementary and middle school students in the directions that they travel might be a good addition to our evacuation plan. We have two AED's, one that travels and one that is mounted just to the left of the door as you come in.

Justin Honcoop: It sounds like we need to put one on each end of the building as well, and probably one definitely in the gym.

Jessica Smith: Do we have a timeline in place for checking the batteries in those things, because they do need refreshed.

Mike Jones: At the beginning of every year we replace pads and batteries, and then we check right after Christmas.

Brett Agenbroad: It is usually the nurses who check these. The next safety committee meeting is June 20<sup>th</sup> and fortunately it doesn't conflict with our board work sessions.

Mike Jones: Yes, on June 20<sup>th</sup> we will get together, and at our last safety meeting we had a lot of good discussions. I had the opportunity to meet with Sally Jo afterwards and walk her around in a couple places of concern and had a lot of different ideas thrown out later that we will look to finalize over the next couple of months.

Brett Agenbroad: We did have Phil Weagraff show the middle school teachers how to start the buses in case of an evacuation, and then we did take the elementary teachers to our off-site location, and we discussed that whole situation. So, we have trained since the last time we discussed this.

**ADJOURN:** There being no further business, the meeting was adjourned at 8:45 p.m. by Shealyn Holbrook and seconded by Jamie Slocum.

Garfield Board Chairman: \_\_\_\_\_

Garfield Superintendent: \_\_\_\_\_

Palouse Board Chairman: \_\_\_\_\_

Palouse Superintendent: \_\_\_\_\_