

PALOUSE SCHOOL DISTRICT #301

PALOUSE BOARD MEETING

Thursday, March 28th, 2024 at 7:00 p.m.

Held in the Palouse School Library

I. OPENING OF MEETING:

The Palouse School Board meeting was called to order at 7:00 p.m. by Board Chair Jessica Smith.

A. ATTENDANCE:

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

Garfield Board: Sean Neal, Ryan Pfaff, Justin Honcoop, John Schaut & Matt Bofenkamp.

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

Guests: Community members

B. REQUEST TO ADDRESS THE BOARD: None

II. CHANGES TO THE AGENDA: None

III. CONSENT AGENDA:

A. Accounts Payable:

Warrant Numbers: 30112589 – 30112590, 30112610 – 30112658, 30112660

1. General Fund:

March - \$99,351.80

2. HS ASB:

March - \$2,082.42

3. Capital Projects:

March - \$100,381.93

4. BMO Payment:

Wire Transfer - 202100069

General Fund: \$5,206.92

ASB: \$8,474.45

5. Payroll:

Warrants - 30112659, 30112591 – 30112594

March (Checks) - \$8,376.82

Warrants - 30112661 – 30112665, 30112595 - 30112609

March (Benefits) - \$84,147.56

Payroll Electronic Transfer (Direct Deposit)

Direct Deposit Numbers - 9000000701 - 9000000744

March - \$125,636.33

Payroll Electronic Transfer Fed W / H & SS

Wire Numbers - 202100067, 202100070

March - \$41,710.69

B. Approval of Minutes:

1. **Board Meeting:** February 22nd, 2024 Board Meeting minutes were approved.

C. New Hire:

1. **Brian Rutherford:** Hire as a Paraeducator.

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: None

V. NEW BUSINESS:

A. Board Training Date(s)

- a. Required Board Trainings: The trainings will be held at 5:30 p.m. just before the regular meetings.

B. Principal Report: Second Trimester for the elementary school ended and report cards were sent home March 8th. They celebrated Read Across Palouse with special activities. Special Person's Day was held on March 13th with an Irish-Themed meal provided. A group of parents are working on bringing back

a PTO. They have met twice and are working on developing bylaws and forming a board. ChildFind was held on March 19th. There were many children seen giving us an idea of the number of Preschool or Transitional Kindergarten students that may be enrolling in the upcoming year.

The NHS sponsored a blood drive on March 19th in honor of Layla Holbrook. Viking Crew sponsored a Sadie Hawkins Dance on March 9th. Prom will be April 13th and we are looking for help with decorating the evening before and chaperones for the event. FFA students have been busy with competitions this month. The Boosters held a cornhole tournament including a bake sale and silent auction on March 10th. The VIKotics Team competition season ended March 16th. They hosted a spaghetti feed and silent auction on March 21st. The spaghetti feed/auction was to help raise the \$40,000 to \$50,000 they need to compete each season. Thank you to Robert Lopez and his volunteers for their dedication to the program. Gar-Pal Girls basketball season ended at State with a loss to Sunnyside Christian Knights. Our team has 1 graduating senior. Thank you to Coaches Garrett Parrish, Hollie Parrish and Blake Jones for their support of the athletes. Spring sports will include girls' softball, boys' baseball and track and field. Congratulations to Hailey Beckner, Gar-Pal's 2024 Distinguished Young Woman. Iris Turner and Camryn Blankenchip also earned scholarship monies. On March 21st Matt Zook and our band students hosted the Regional Middle School Band Festival. We hosted around 200 students from other schools. Some of our high school students participated in the High School Regional Festival in Pullman as well. Our Knowledge Bowl team placed 8th at State on March 23rd and 4th in the written round. The team consists of 4 freshmen, 1 sophomore and 1 senior. Thank you Tonya Knauff and Noel Akin for coaching. CTE Director Ryan Burtchett and I took a group of students up to Spokane to visit the North-South Freeway project and visit the jobsite where a bridge is being built over the Spokane River. They met with representatives from Operators, Carpenters and Pile Buck Unions and toured the training facilities.

We celebrated the hard work of our paraprofessionals, Robin Woltering, Laura Love, Joan Allen, Allana Pogue and Jacquie Tate this week. These ladies selflessly support the needs of all our students and staff.

- A. Superintendent Report:** Staff and families were informed we will be making up the day off due to the gas outage on June 13th. If the state informs us that we don't need to make it up, we will inform everyone. We will be working on next year's student and staff schedules. In regards to facilities, Apollo will be going over the controls with Brian Lentz so he can adjust and fix as needed. Heating units have been installed and the solar project is starting. The lifts are on the back side of the building and they will be starting to put the panels on the roof.

We submitted grants to replace the football field lights with new LED lighting. We are working on the state report for the upper building assessment. With the upgrades done to the HVAC/heating/pipes we are at about 75 - 80 percent complete with what is needed to be updated. We still need to work on the sub drainage. The changes to the entryway by the office will begin this summer. We have put money down to start the project. The deer fencing has gone in by the garden area. The baseball backstop can't be put in till the field has dried. The kitchen cabinets have been installed and have made a big difference. We are looking to upgrade the cabinets in the elementary wing in the future. As talked about at another board meeting, our school insurance will be increasing by 80%. We will be receiving \$11,000 from the state to help offset the increase but it will not be enough to cover it. We have had an increase in the number of students attending Preschool and Transitional Kindergarten. We will do another ChildFind in August. With numbers increasing, we are considering separating the Preschool and Transitional Kindergarten classroom. There was some discussion regarding the effects of a wind farm on our LEA dollars.

ADJOURN: The meeting went into Recess at 7:21 p.m. The meeting then went into Executive Session at 8:30 to discuss Palouse School Superintendent Mike Jones evaluation. The meeting opened again at 9:30 p.m. There being no further business it was moved by Jamie Slocum and seconded by Shealyn Holbrook to adjourn the meeting.

Board Chairman: _____

Superintendent: _____

GARFIELD SCHOOL DISTRICT #302

REGULAR BOARD MEETING

Thursday, March 28, 2024

Held in the Palouse School Library

I. OPENING OF MEETING:

The Garfield School Board meeting was called to order at 7:21 p.m. by Board Chair Sean Neal.

A. ATTENDANCE:

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

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

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

Guests: Community members
Paul Clark -Superintendent/Principal, Evergreen School District

B. REQUEST TO ADDRESS THE BOARD: None

II. CHANGES TO THE AGENDA

- 1) Noting that Payroll in the consent agenda is for February and March

III. CONSENT AGENDA:

A. Accounts Payable:

a. General Fund:

March - \$82,989.61

Warrants: 30211237-30211238, 30211240-30211247, 30211249-30211255,
30211257-30211273

March - \$13,851.27

30211233-30211236

March - \$3,229.59 (BMO Harris)

Wire Transfer #:0202100100

b. Capital Projects:

March - \$128,907.03

Warrant: 30211239

c. ASB Fund:

March - \$50.63

Warrant: 30211256

March - \$101.05 (BMO Harris)

Wire Transfer #:0202100100

d. Transportation Vehicle Fund

March - \$14,612.00

Warrant: 30211248

d. Payroll: February

February (Checks) - \$11,515.92

Warrants – 30211209-30211221

February (Benefits) - \$71,424.51

Warrants – 30211222-30211232

Payroll Electronic Transfer (Direct Deposit)

February - \$103,430.35

Payroll Electronic Transfer Fed W/H & SS

February - \$33,894.53

Payroll: March

March (Checks) - \$12,674.18

Warrants – 30211274-30211285

March (Benefits) - \$72,842.21

Warrants – 30211286-30211296

Payroll Electronic Transfer (Direct Deposit)

March - \$106,123.48

Payroll Electronic Transfer Fed W/H & SS

March - \$36,410.03

- B. Ratification of Resignations
 - a. Jamielynne O'Toole – Certified K/1 Teacher
 - b. Brian Reathafor – Classified Para Support
- C. Ratification of Psychologists Contract for FY'2025
- D. Approval of Minutes
 - a. February 22, 2024

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

Matt Bofenkamp – Aye	Ryan Pfaff – Aye
Justin Honcoop – Aye	John Schaut – Aye
Sean Neal - Aye	

IV. OLD BUSINESS:

- A. Approve Supplemental Contract for Ms. Stevie Pfaff

Brett Agenbroad: This is for the food grant she is managing this year and the administrative fees that allow for funding of that stipend. Stevie and Jen will be doing the summer food program this summer.

MOTION: A motion to approve the supplemental contract for Ms. Stevie Pfaff was made by Matt Bofenkamp and seconded by Justin Honcoop. The motion passed with the following roll call vote:

Matt Bofenkamp – Aye	Ryan Pfaff – Abstain
Justin Honcoop – Aye	John Schaut – Aye
Sean Neal - Aye	

VI. NEW BUSINESS:

- A. Consideration, directing administration to prepare application for a Capital Projects Levy and the EP&O Levy (Educational Programs & Operation) Ballot initiate in February 2025.
 - 1) Work Session in August
 - 2) Presentation & Vote in October or November
 - 3) Application submission prior to December 13, 2024

Brett Agenbroad: I am asking the board to direct administration to go ahead and begin the application process for getting on the ballot in February 2025 and then per the timelines noted above, I would like to set up a work session in August, a presentation in October/November, and submit the application prior to December 13, 2024.

Justin Honcoop: Could we do a work session in October, present in November, and then submit the application?

Brett Agenbroad: Yes, seeing that August is a busy month for the board members.

MOTION: A motion to allow the administration to prepare the application for the Capital Project and EP&O Levy for next year's ballots was made by Justin Honcoop and seconded by Matt Bofenkamp. The motion passed with the following roll call vote:

Matt Bofenkamp – Aye

Ryan Pfaff – Aye

Justin Honcoop – Aye

John Schaut – Aye

Sean Neal – Aye

VII: REPORTS

a) Superintendent Report

Brett Agenbroad: I filed the Phase II of our modernization grant and since then Scott Black has written to me verifying that he received it. Phase II is ducting in the elementary wing, some more air handlers to pump air and heat air down at the elementary wing, and some work in the wood shop. Apollo informed us that we are far down on the list right now and they may not have enough money to get to us. We will know in April whether we will be awarded in July. If we do not receive the money this year, there is a good chance that we will be awarded double the money next year. If this happens, we will have to increase our scope of work which would include the roof at that point. If we get the money this year, and we just do the items that are already in Phase II, and a little piece of the roof, then we will just file for Phase III in July of next year for another six million.

I have worked with a company that has a software program called School Dude. I have used this pretty much everywhere I have been. It is a great program and every month there is like 60 items that maintenance needs to go through and check and some of them are the same every time, like fire extinguishers, filters, etc. Craig and I will be trained on that when we come back. It is \$1200 a year and it is a nice way to track and see what is being done.

The summer feeding program is in the works and Stevie and Jen will be going to training in two weeks before we can actually file the application. We have already advertised this and have a few names on the list so far. This will be a box full of food with instructions on how you can use the products inside the box for breakfast, lunch and dinner. This box will be delivered once a week.

Matt Bofenkamp: How are families signing up for this. Are we advertising for this?

Brett Agenbroad: Yes, we have advertised for this and they are to get ahold of Stevie at the school.

Matt Bofenkamp: Does the State fund that based on how many applicants we get?

Brett Agenbroad: Correct. It is for kindergarten age to 18.

At the April 25th board meeting Apollo is going to come down with their team and they are going to present this Phase II scope of work.

I want to mention Debbie and Shyra on the Civil Rights Data Collection report and how those two women worked on this report – weekends, afterschool, and they got this done. That was tough report and I just wanted to recognize those two ladies for getting that done.

Mr. Jones mentioned MSOC. (Maintenance Security Operational Cost – thanks Paul Clark) Again, all these costs are rising, our insurance is rising, and we have all these outstanding unfunded costs that keep going up. It is my understanding from Valerie, is that it is \$21.00 a student.

I wanted to piggyback on what Sandra said on the Science of Reading. The elementary, and a couple of representatives from the middle school, met today with our school psychologist to talk about some new legislation that has passed on interventions for students that either have IEP's or just struggling to read, write, or whatever the case may be. So the State is wanting to know if the interventions we are doing for kids are working. Is having a one-on-one aid working with the student working, is having extra time working, having them in a quiet space working. So we spent a lot of time on that meeting and Kasey Kampster, who is here tonight, is one of my main data people for the elementary, and we had a really great talk and my elementary wing know their data, they know their kids, and I think it is an exemplary bunch of teachers down there that can tell you quickly, accurately, print it off for you, etc., on how our progress monitoring via DIBELS, or STAR or Map Scores, or whatever other self-identified probes and data collection tools that they are using. So we walked away tonight saying that the elementary wing has pretty much got their act together. We will eventually create a form that doesn't cost them too much time and effort so once a week we can meet as a group and they can identify these students – this is what we have been doing, here is what our valid reliable probes or surveys are telling us if the student is showing growth. This kind of kicks in next year so we are talking about it this year. The Science of Reading was brought up in our conversation with the secondary program which needs some change. They are not as cohesive in communicating about their interventions and how we are going to measure or track growth and progress on students that are receiving interventions. I had Mr. Taylor and Mrs. Marcus-Rader down there as the middle school reps and we are going to use the Science of Reading to really focus on reading in the content area which was big when I was in the classroom. Reading in science is much different than reading in Social Studies, or literature, or reading in math is different than reading in those two fields. We are going to get some training in the first LID week back and try to get our secondary program trained and get them focused and identify some valid and reliable assessments. That is where we are going academically and that was a good meeting and I thought we determined what is working for use, how to refine that a little bit, and then how to get a better grip and focus for our secondary program next year on how to talk about and identify interventions. We need to build that program a little bit for accountability at the middle school level. We gave the CogAT test (Cognitive Abilities Test) this year which is required by law but not a lot of people in the region have been giving it. The CogAT test is to identify gifted kids. We did the screener, and we had a number of kids score in the 90's and now we are going to give them the full test. We did the entire 6th grade. We also had teachers identify which students may be gifted and we tested a number of those students as well and notified their parents on that. So just seeing what other things we need to come up for students.

Justin Honcoop: Can we have Apollo help with School Dude, add things to the list that needs to be done?

Brett Agenbroad: Yes, we can add items that need to be done regularly.

The meeting was then recessed at 7:46 p.m. They will go into executive session following the Joint Board Meeting to discuss Superintendent Evaluation and Contract Negotiations according to RCW 42.30.110(g). Sean Neal also reported that there will be a possible action made when they come out of the executive session.

The board members went into executive session at 8:25 p.m. to discuss Superintendent Evaluation and Contract Negotiations.

The Garfield Board came out of executive session at 9:37 p.m.

A contract revision was made for Brett Agenbroad starting July 1, 2024 through June 30, 2025. “The superintendent, Brett Agenbroad, has been granted Governing Board approval to perform,

- 1) Outside Work: The superintendent may, with prior approval of the board, undertake Consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations, which do not conflict with the duties specified in this contract. The Superintendent shall use vacation leave days for such activities unless the Board agrees otherwise in advance”

MOTION: A motion to approve the contract revision for Brett Agenbroad was made by Justin Honcoop and seconded by John Schaut. The motion passed with the following roll call vote:

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

ADJOURN: There being no further business, Ryan Pfaff moved, Matt Bofenkamp seconded to adjourn the meeting at 9:38 p.m.

Board Chairman _____

Superintendent: _____

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

Thursday, March 28th, 2024 at 7:46 p.m.
Held in the Palouse School Library

I. OPENING OF MEETING:

The Joint School Board meeting was called to order at 7:46 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: Sean Neal, John Schaut, Matt Bofenkamp, Ryan Pfaff & Justin

Honcoop.

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

Guests: Community members

B. REQUEST TO ADDRESS THE BOARD: None.

II. CHANGES TO THE AGENDA: None

III. CONSENT AGENDA:

A. Approval of Minutes:

1. Board Meeting: February 22nd, 2024 Joint Board minutes were approved.

B. Resignation: Garrett Parrish - Varsity Football Coach has resigned.

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

Jessica Smith - Aye
Vanessa Moore - Aye
Jamie Slocum - Aye
Ryan Pfaff - Aye
Justin Honcoop - Aye

Shealyn Holbrook - Aye
Tricia Johnson - Aye
Sean Neal - Aye
John Schaut - Aye
Matt Bofenkamp - Aye

IV. OLD BUSINESS:

A. Safety Committee: No Action Required. Discussion was had regarding Intrado. There is a lot of background work and information that needs to be

schools as well as the fields/grounds uploaded to cover both areas. There are other schools currently using Intrado. Intrado cost us \$3000.00 but was split between both schools. Board members would like to be in on some of the training. The next Safety meeting is on April 11th at 7:00 p.m.

B. Policy 4000:

- 1. 2nd Reading:** Strike the action required for the approval of the 4000 policies. They have completed all of the edits but it is in note format not in a document. There has not been staff discussion on it at this time. They would like to formalize the packet before asking for approval. The meetings have been going well with nothing specific standing out. Matt Bofenkamp - Garfield Board member has the edits for policies 2000 and 3000. Jessica Smith - Palouse Board Chair has the edits for Policies 4000 and 5000. The goal is to have the edited packets submitted to Board members by the April meeting so they can ask for approval of the 3000 - 5000 policies. It was agreed that the packets could be electronic instead of paper. Discussion was had regarding the last time the policies were updated, how to adjust them to our school size and how to stay on track after this go around of edits.

C. Policy 5000 review update:

- 1. 2nd Reading:** Strike the action required for the approval of the 5000 policies until the edited document can be given to Board members. Approval of the edited policies will be asked for at the April meeting. It was decided that Garfield would take the first half of Policy 6000 and Palouse would take the second half of Policy 6000.

D. Bus eRate / Internet: We received bids back on installing WIFI on the two travel buses. The deadline to file the 471 was before the March meeting so Administration decided to make the decision to sign and submit the 471. It was filed to get the eRate money to put wireless into two travel buses. However, the contract can be canceled before July 1st, 2024. Discussion was had about the costs of the wifi for the next 5 years. We can't get out of the contract before 5 years unless the equipment is obsolete, in which case it can be canceled in 3 years. Administration would like the Board to decide if they want to put the wifi on the buses or cancel the contract. Discussion was had regarding what equipment would be installed, what towers would be utilized and if the wifi would work enough to justify the cost. Jason Jahn was asked if new buses would have wifi and he said no. There was discussion about the cost of purchasing our own equipment and installing it ourselves and the cost of the wifi package per month. There were questions about the wifi service justifying the costs. It was decided to cancel the Bus eRate contract.

MOTION: A motion to cancel the Bus eRate contract was made by Ryan Pfaff and

seconded by Sean Neal. The motion passed with the following roll call vote:

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Jessica Smith - Aye	Shealyn Holbrook - Aye
Vanessa Moore - Aye	Tricia Johnson - Aye
Jamie Slocum - Aye	Sean Neal - Aye
Ryan Pfaff - Aye	John Schaut - Aye
Justin Honocoop - Aye	Matt Bofenkamp - Aye

V. NEW BUSINESS:

A. 2024 - 2025 Calendar: Discussion was had regarding next year's calendar.

Start of School - 8/28

Staff PD (LID Day) - 8/26 - 8/27

Staff PD (LID Day) - 1/17 (End of semester, No students)

PK - Start 9/16 and End 5/22

Snow Day 1 - 3/7

Snow Day 2 - 5/23

Graduation - 5/31

Last day of school - 6/11

Discussion was had regarding a later start date and ending later in June. Since we had set the start date with the Union, it was decided to keep the current calendar.

MOTION: A motion to approve the 2024 - 2025 school calendar was made by Justin Honcoop and seconded by Sean Neal. The motion passed with the following roll call vote:

Jessica Smith - Aye	Shealyn Holbrook - Aye
Vanessa Moore - Aye	Tricia Johnson - Aye
Jamie Slocum - Aye	Sean Neal - Aye
Ryan Pfaff - Aye	John Schaut - Aye
Justin Honocoop - Aye	Matt Bofenkamp - Aye

B. Superintendent Report: Garfield Superintendent/Principal Brett Agenbroad provided a handout with information and graphs representing state scoring in math and ELA for Garfield-Palouse Middle school and other surrounding schools. The numbers come from the state web site "report card" on WA schools. The handout focuses on Garfield-Palouse Middle School. The numbers indicate that 39.1% of students in the state are scoring at 39%. Garfield-Palouse Middle School is at 32.3% on our math scores. The handout included 16 local and regional schools and compared them. Oakesdale is at 28.9%, St.John/Endicott is at 33.3%, Pomeroy is at 33.3% and Lincoln in Pullman is at 56%. Walla Walla has two middle schools and they are at 34.3% and 30.5%. The handout also included 8 schools in Spokane which score between 9% and 18%. Two higher ranked schools in Spokane score between 41% and 53%. The handout showed when comparing our school to other small

schools around us there was only about a 1 point difference. This was compared to other schools similar in size and in the same range as us.

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Superintendent/Principal Agenbroad said that we were not necessarily comparing “apples to apples” but it shows that we are 7 to 8 points off the state average but neck in neck with other local districts. Some discussion was had about what the score represents and if it is the average score on the test or the percentage of students at standard or grade level. Superintendent/Principal Agenbroad said there seems to be a disconnect between the test and the standards in his opinion. Our ELA scores seem to be good. There was also discussion about the elementary school scores being higher and then dropping at the middle school level. There was a question about enrollment (entry and withdrawal) making a difference on the scores. The handouts also had some information on the differences between Garfield and Palouse Elementary Schools.

Garfield Superintendent/Principal Brett Agenbroad spoke to Kassidy Probert, Assistant Superintendent of Operation of Technical Services (Business Services) from ESD about how Cost Sharing is done. Kassidy Probert will be attending the next meeting to discuss Cost Sharing with us.

ADJOURN: The meeting was adjourned at 8:22 p.m.

Board Chairman: _____

Superintendent: _____

Board Chairman: _____

Superintendent: _____