

**MANSFIELD SCHOOL  
BOARD OF DIRECTORS REGULAR BOARD MEETING  
MANSFIELD SCHOOL DISTRICT #207  
August 26, 2024**

The Board of Directors met in the Mansfield School District library. Board members present were Cassidy Tupling, Brad Murison and Tara Tupling. Superintendent Bruce Todd, Principal Lisa Guzman and Business Manager Kim Pease were present. Guests present were Bo Roberts, Mikia Schmidt, Stacy Lillquist, Jim & Diana Mickelson, Dawn Ericson and Beck Bartrand.

Board Vice Chair Brad Murison called the meeting to order at 8:00 PM.

**Adoption of Agenda**

Tara Tupling motioned to approve the agenda, Cassidy Tupling seconded. Motion carried.

**Consent Agenda**

**Board Meeting Minutes:**

1. Budget Board Meeting Minutes July 23, 2024.
2. Regular Board Meeting Minutes July 23, 2024.

**August Expenditures:**

- A. **Payroll Total - \$181,983.43**
- B. **Accounts Payable –**
  - General Fund - \$42,515.53
  - Capital Projects - \$22,362.07
  - ASB Fund - \$971.55
  - TVF - None

Tara Tupling motioned to approve the consent agenda, Cassidy Tupling seconded. Motion carried.

**Personnel**

**Resignations**

Dawn Ericson-JH Fall Cheer Advisor

Cassidy Tupling motioned to approve the resignation of Dawn Ericson as JH Fall Cheer Advisor, Tara Tupling seconded. Motion carried.

Jesse Shafer-Route Bus Driver

Cassidy Tupling motioned to approve the resignation of Jesse Shafer as Route Bus Driver, Tara Tupling seconded. Motion carried.

**Recommended Hires-**

Morgan Fletcher – JH Assistant FB Coach

Tara Tupling motioned to approve the hire of Morgan Fletcher as JH Assistant FB Coach, Cassidy Tupling seconded. Motion carried.

**Reports**

**Budget Report**

July 2024 fund balances:

Gen Fund-\$743,975.25

Cap Projects Fund-\$128,947.99  
ASB Fund-\$60,930.51  
TV Fund-\$283,504.44

The July 2024 financials were reviewed with the board.  
Enrollment is 96 FTE K-12

**Superintendent's Report:**

Superintendent Todd shared his report for August 2024, which included updates on the All-Weather Track and the Do Co PUD Grant, as well as information pertaining to the lower field. Discussion took place. See included report for further details.

Stacy Lillquist inquired about the potential grant projects and the future outcome of the carpet emblem located at the entrance of the building. No action.

**Principal's Report**

Principal Guzman shared her report for August 2024, which included topics on 1<sup>st</sup> day back details, the no cell phone use or devices while at school process, and information regarding the Mansfield Leadership Team. See included report for further details.

**Athletic Report**

Superintendent Todd recapped the recent meeting with Waterville SD regarding the CO-OP Agreement and HS track practices. No action.

**Old Business**

**Tiffany Fletcher – Reassignment/In-house transfer**

Superintendent Todd shared with the board that Tiffany Fletcher is being reassigned as an in-house transfer back to para professional, effective the 2024-25 school year, from her certificated role in the 23-24 year.

**New Business**

**Resolution 2024-08-01 Establishment of Substitute Pay**

This resolution update is necessary to coincide with the 24-25 4-day longer school days. Tara Tupling motioned to approve Resolution 2024-08-01 Establishment of Substitute Pay, Cassidy Tupling seconded. Motion carried.

**Resolution 2024-08-02 Budget Revision-2024-25 Gen Fund & Gen Fund 4-Year Summary**

The board was provided copies of the General Fund 24-25 budget & the General Fund 4-year summary reports approved at the July board meeting, as well as, copies of the decreased changes made per the North Central ESD request to those specific fund budgets. Discussion took place.

General Fund Appropriation amounts decreased from \$3,809,202 to \$3,595,102

Capital Project Fund remains unchanged at \$7,234,800

Associated Student Body Fund remains unchanged at \$93,500

Transportation Vehicle Fund remains unchanged at \$140,000

Tara Tupling motioned to approve Resolution 2024-08-02 Resolution of Fixing and Adopting the Budget that reflects the changes to the General Fund 24-25 budget and the General Fund 4-Year Summary budget, Cassidy Tupling seconded. Motion carried.

**Jim & Diana Mickelson Donation**

Superintendent Todd shared that the district has received a donation from Jim & Diana Mickelson in the amount of \$200,00.00. Discussion took place. The board thanked the Mickelson's for their generous donation. Cassidy Tupling motioned to accept the \$200,000.00 donation from Jim & Diana Mickelson, Tara Tupling seconded. Motion carried.

**Lower Field**

Further discussion took place regarding plotting and property of the lower field.

**Good of Order**

Dawn Ericson, pertaining to classified staff, asked the board to consider funding a monthly matching VEBA district contribution. The district will be looking in to that.

2023-2024 Additional Funding for July 2024 was reviewed and discussed.

Stacy Lillquist expressed her disappointment of the short notice of the district roll out of the 4-day a week schedule with staff. Discussion took place. No action.

The next regular board meeting is scheduled for September 24<sup>th</sup> at 7PM.

**Executive Session**

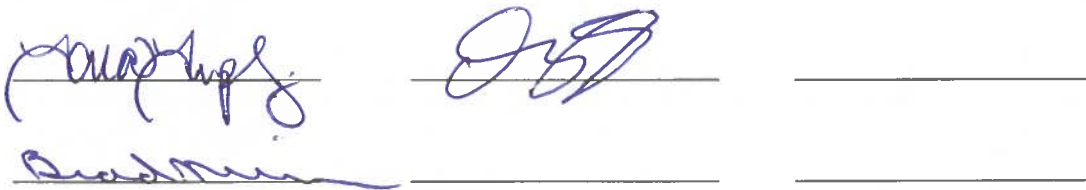
None

Board meeting adjourned at 8:49PM.



Bruce Todd  
Board Secretary

These August 26, 2024 minutes are subject to Board approval at the next regularly scheduled meeting.



cc draft minutes:  
Mansfield Board Members  
Superintendent

## Superintendents Report for August, 2024

**Budget:** General Fund - \$743,975.25, Capital Projects - \$128,947.99, ASB - \$ 60,930.51, TVF - \$283,504.44

**Enrollment:** May K-12 = 96 , PK-12 = 103

**WASSDA Conference:** November 21<sup>st</sup> – November 23<sup>rd</sup> at the Spokane Convention Center. Registration for conference and Hotel reservations has been made.

**All-Weather Track** – The installation has begun. They have removed the existing surface and applied gravel and asphalt. Application of All-weather rubberized surface coating will begin in the first part of September. The cost breakdown will be shared with the school board.

**Douglas Country PUD Grant** – 2024-25 \$100,000 PUD grant for lighting. Salcido Electric is currently installing new LED lighting throughout the building. The elementary, JH/HS, bathrooms, locker rooms, and offices are done. The library should be done this week. The Ag shop will be next and then the gym and cafeteria areas. I am applying for another \$100,000 PUD Grant for 2025-26 to install new windows.

**Lower Field:** Cost \$30k-\$50K per year (water, fertilizer, mower maintenance & fuel, man hours, \$25 per sprinkler head - 100+ sprinkler heads, batter operated irrigation valves - \$164 ea. + 12 valves = \$1968). Share information from Erlandson & Associates. The next step will be for Erlandson & Associates to flag the field as the survey was still good (done in 1988 & 2000), have an appraisal done, and contact our school attorney for any legal concerns.

### **AD Report:**

**CO-OP Agreement:** Mitch Darlington and I met with Mike Parker (Waterville interim Superintendent) and Kieth Finkbeiner (W/M AD) regarding the CO-OP agreement and HS Track practices/meets this spring.

## Principal Report, 08/26/2024

### Focus for the year:

Mission statement - "... to develop individuals able to compete successfully in a changing world"

### Current:

- Today was the 1st day back for teachers
  - Introduced our new Art and Music teachers
  - Health teacher, RN Casi, CTE course
  - We have a new ASB Advisor this year: Mrs. Wommack with Mr. Hall to assist
  - This year, we will be moving ahead with a "no cell phone use, or devices, while at the school"
  
- Mansfield Leadership Team,
  - Members
    - Stacy Lillquist
    - Laura Wommack
    - Mitchell Darlington
    - Jamey Jo Steele
    - Tammy Freels
    - Lisa Guzman
  - Purpose Statement:
    - The purpose of the Mansfield Leadership Team is to determine 1-3 yearly objectives, influenced by available data, that will support the mission of our school and inform the way we use our Title funds.
  - Objective for the year: How do we get our students to care about their work (own their education beyond just finishing an assignment)?
    - Passion Project initiative
      - Science Showcase will become Schoolwide Showcase
      - Students will take the lead on what they would like to learn about and demonstrate that learning in their project