

GARFIELD SCHOOL DISTRICT #302

REGULAR BOARD MEETING

Thursday, August 22, 2024

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: 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 via zoom
Palouse Superintendent/Principal Mike Jones
Palouse Principal Sandra Krause-Ayers
Administrative Assistant Debbie Anderson – Recorder
Secretary Shyra Hallan

Guests: Community members

B. REQUEST TO ADDRESS THE BOARD: None

II. CHANGES TO THE AGENDA:

Brett Agenbroad: New Business, Item A, #2, remove Brandy McCulloch. Also, under New Business, scratch Item C, approve payment of Apollo Solutions Group Invoice.

III. CONSENT AGENDA:

A. Accounts Payable:

a. General Fund:

August - \$26,719.53

Warrants: 30211535-30211560

August- \$492.88 (BMO Harris)

Wire Transfer #: 0202100116

b. Capital Projects:

August - \$6,795.54

Wire Transfer #: 0202100116

c. ASB Fund:

August – None.

d. Payroll:

August (Checks) - \$4,336.38

Warrants – 30211561-30211563

August (Benefits) - \$67,619.94

Warrants – 30211564-30211574

Payroll Electronic Transfer (Direct Deposit)

August - \$100,369.57

Payroll Electronic Transfer Fed W/H & SS

August - \$30,883.12

B. Approval of Minutes

a. July 25, 2024

- C. Ratify 2024-2025 Occupational Therapy Contract for Sierra Dixon
- D. Ratify Stevie Pfaff’s Food Service & Food Service Grants Management Stipend.

MOTION: A motion to accept the Consent Agenda 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	

IV. OLD BUSINESS: None.

V: NEW BUSINESS:

- A. Hire Classified Staff for 2024-2025 school year.
 1. Hire 12-month employees, September 1, 2024 to August 31, 2025: Debbie Anderson, Trevor Villa and Trish Gorence.
 2. Hire 9-month employees, August 28, 2024 to June 11, 2025: Dawn Hunt, Louanne Deerkop, Merri Lewis, Patty Villa, Jennifer Bonifas, Toni Curry, Stevie Pfaff, and Lauren Palmer Ritari as a para educator.

Brett Agenbroad: Administration recommends approval.

MOTION: A motion to approve New Business Item A as presented was made by Matt Bofenkamp and seconded by Ryan Pfaff. The motion passed with the following roll call vote:

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

- B. Approve the Garfield Elementary Student Handbook

Brett Agenbroad: Administration recommends approval.

MOTION: A motion to approve New Business Item B as presented 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	

- D. Approve Field Lighting Resolution #250.

Brett Agenbroad: This is a portion of the Phase II application for that community outdoor athletic facility grant through the recreation conservation office. We passed Phase I. It is my understanding that they do not make every applicant do this Phase II activity, but I have run everything past legal counsel, and it was due by the 15th of this month. So, to move forward with the field lighting grant, we need to approve this resolution. Administration recommends approval.

Matt Bofenkamp: Just a clarification Brett, so this is just for the submittal for the next Phase, we haven’t been approved for the grant yet is that correct?

Brett Agenbroad: That is correct. We made it through Phase I and then a select number of applicants were asked to do this Phase II project, so we have filled out all the paperwork and we won’t know if we are awarded or not until October.

MOTION: A motion to approve Resolution #250 was made by Ryan Pfaff 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	

VI: Reports:

A. Superintendent Report:

Brett Agenbroad: I would just like the board to know that we filed our Phase II application, the FP-9, for the modernization grant. That grant would take care of the HVAC in the elementary and replace all of our lighting down there with LED lighting which would save money because we would not be using the old ballast lights. If there is any money left over, that would be used to prepare part of the roof. On our Phase I grant that is over, and I struck Item C, because I got a notification that we must approve all payments prior to September 15th, and this was the only board meeting that I could do that at. However, Apollo assured me today that we have no outstanding invoices so that is why we scratched that item. We can get the Urgent Repair Grant and complete the air handling in the cafeteria for \$500,000, and we still have \$200,000 from Phase I that will be applied toward that Urgent Repair Grant. Some of that \$200,000 will go to replacing all the pneumatic switches in the lower elementary and in the tunnel down there that are jammed. My point to Apollo is, that it would be wise to replace all of the pneumatic valves before we start needing heat this fall. So, that is the #1 priority with the invasive aspect of putting in air handlers and ducting in the cafeteria. I would like to meet with them and the board to map out when this is going to happen, whether it is at Christmas break or in the spring or summer of next year.

The Phase III Grant, called the FP-288 application, is being worked on now and that would take care of complete roof replacement for the school. It would replace a lot of the single paned windows we still have in the school building, and theoretically there may be money for some kind of security vestibule up front.

Equipment for Phase II has been ordered – the air handlers for the cafeteria – and once they are physically in the State, we will begin to have more urgent conversations about when we are going to do this work.

I would like to thank Debbie; she has done a fantastic job of keeping everything for start-up going. Also, Larry Hunt, Jennifer Bonifas and Trish Gorence for all their work cleaning the building.

For athletics, we have girls middle school basketball and cross country starting Wednesday next week.

The faculty will be coming in on Monday, August 26, from 11-7, and we will be having an open house from 5-7. I look forward to a great year.

VII. ADJOURNMENT: There being no further business, Justin Honcoop moved, Ryan Pfaff seconded to adjourn the meeting at 7:09 p.m.

Board Chairman _____

Superintendent: _____

PALOUSE SCHOOL DISTRICT #301

PALOUSE BOARD MEETING

Thursday, August 22nd, 2024 at 7:10 p.m.

Held in the Garfield School Library

I. OPENING OF MEETING:

The Palouse School Board meeting was called to order at 7:10 p.m. by Board Chair Jessica Smith.

A. ATTENDANCE:

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

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

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

Guests: Community members

B. REQUEST TO ADDRESS THE BOARD: None

II. CHANGES TO THE AGENDA: Striking item C. Hire Assistant Cook

III. CONSENT AGENDA:

A. Accounts Payable:

Warrant Numbers: 30112949, 30112967 - 30112994

1. General Fund:

August - \$28,210.42

2. HS ASB:

August - \$171.73

3. Capital Projects:

August - \$38,073.00

4. BMO Payment:

Wire Transfer - 202100081
General Fund: \$478.74
Capital Projects: \$661.83
ASB: \$472.92

5. Payroll:

Warrants - 30112950 - 30112951
August (Checks) - \$6,477.62

Warrants – 30112952 - 30112966
August (Benefits) - \$80,890.59

Payroll Electronic Transfer (Direct Deposit)

Direct Deposit Numbers - 9000000911 - 9000000944
August - \$118,306.41

Payroll Electronic Transfer Fed W / H & SS

Wire Numbers - 202100080
August - \$40,724.56

B. Approval of Minutes:

- 1. Board Meeting:** July 25th, 2024 - Board meeting minutes were approved.

MOTION: A motion to approve the Consent Agenda was made by Jamie Slocum and seconded by Shealyn Holbrook. The motion passed with the following roll call vote:

Jessica Smith - Aye
Tricia Johnson - Aye
Vanessa Moore - Aye

Shealyn Holbrook - Aye
Jamie Slocum - Aye

IV. NEW BUSINESS:

- A. Levies - Set work session:** The Board will go over Levie information 30 minutes before the next meeting held on September 26th. There is no recommended change in EPO or Capital.
- B. Superintendent Update(s):** Thanks to Brian Lentz and his crew for all their hard work to get the school up and running and ready for the start of school. We had a successful PTO Back to School Bash. We also held a second round of

ChildFind today. We received many compliments on all the school building changes and updates.

Capital Projects/Start of School: Our entryway by the front office is about 95% complete. We have the security cameras and card readers installed. The lockers have been installed in the high school hallway. The floors have been finished in the elementary wing and a new retaining wall is being built by the shop and should be done next week. We are having ADA access put in by the front office entrance. They will pour concrete this week after the pavers are removed. The area will be wheelchair accessible. Also, a big thank you Principal Sandra Krause-Ayers and staff for all their help and work to get ready for the start of school.

V. OLD BUSINESS:

Investigation Update: Interviews are now done and written information was given to the people involved. They have a certain amount of time to respond to the given information. The final report will be distributed to families soon. They will then have a 10 day period to respond.

Principals Report: Principal Krause-Ayers spent much of the summer attending classes which focused on school improvement. Some of the highlights included learning about AI and its impact on classrooms, strategies to assist students and their families who struggle with regular school attendance, leading with intention and how school leaders can influence collaboration and drive results. Also, Response to Intervention which focused on more skills and strategies to help teachers with students who struggle with behavior or academic issues, a refresher on Harassment, Intimidation and Bullying, a safety summit, and student growth goals training and multi-tiered support systems conference in Pullman. It was good to connect with counterparts around the state to hear how best practices are implemented in other schools. The PTO - Palouse PALS event was a big success. Thank you to the Garfield and Palouse Board members for participating. It was a great way to kick off the start of the school year. Thank you to Carly Schepflin and Sara Hume for their leadership. We had a second ChildFind screening today with seven families attending. Our theme this year is “Be _____(fill in the blank).” Our focus will be on meeting students where they are and helping both staff and students be the best versions of themselves. I will be checking in with staff this school year but know they are committed to making connections with families and doing what is best for all kids. They will be utilizing curriculum and instruction that works for all kids and meeting the social-emotional needs of our students. We will have a book study using the book “Bashing Boredom:

A guide to engaging students in the modern classroom. It focuses on practical planning and implementing many engagement strategies while also providing practical tips, personal stories and solutions to common hurdles that teachers face. Palouse is now on social media with a new Facebook page. Thank you to Tricia Johnson for assisting with the nuts and bolts of managing a business account and Trevor Vila for the page design. It can be found at Palouse School District #310. Our new Athletic Director, Garrett Parrish has also created a Facebook page which can be found at Gar-Pal Viking Athletics. He hosted a night for families, athletes and coaches for fall sports. Football practice started this week and volleyball and cross country will start next week. Our Learning Improvement Days will take place on Monday and Tuesday next week and focus on challenges in behavior law, policy and procedures, safety and long-range planning. Tuesday, August 27th will be our Meet and Greet.

ADJOURN: A motion to adjourn the meeting at 7:26 p.m. was made by Jamie Slocum and seconded by Shealyn Holbrook.

Board Chairman: _____

Superintendent: _____

GARFIELD SCHOOL DISTRICT #302
PALOUSE SCHOOL DISTRICT #301
REGULAR JOINT BOARD MEETING
Thursday, August 22, 2024
Held in the Garfield School Library

I. OPENING OF MEETING:

The Garfield-Palouse Joint Board meeting was called to order at 7:26 p.m. by Garfield Board Chair Sean Neal.

A. ATTENDANCE:

Garfield Board: Justin Honcoop, Ryan Pfaff, Matt Bofenkamp, 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 Mike Jones
Palouse Principal Sandra Krause-Ayers
Administrative Assistant Debbie Anderson - Recorder
Secretary Shyra Hallan

Guests: Community members

B. REQUEST TO ADDRESS THE BOARD:

Katie Snekvik: I have two boys who are seniors, and on the school calendar, our graduation and the State Track Meet are on the same date this year, so I am just looking for clarification.

Mike Jones: It is on the agenda tonight. Janiece Meeuwesen - I am here for the same reason, to see if graduation can be pushed out to the following week.

II: CHANGES TO THE AGENDA: None.

III. CONSENT AGENDA:

A. Approval of Minutes: July 25, 2024

MOTION: A motion to accept the Consent Agenda 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
Shealyn Holbrook – Aye	Matt Bofenkamp – Aye
Tricia Johnson – Aye	Justin Honcoop - Aye
Jamie Slocum - Aye	John Schaut – Aye
Vanessa Moore - Aye	Sean Neal – Aye

IV. OLD BUSINESS:

A. Consideration/Adoption: Upon Second Reading of Policy Series 6000.

Matt Bofenkamp: Apologies to the administrators because when I said that I was going to get with Jess and we were going to make a plan, I failed to do that. After discussion, it was decided to meet at 6:00 p.m. on September 9th in Garfield. We will try to bring to the next meeting the 3000 to 6000 policies for board approval. I would ask the administrators that if there are any specific policies that you are waiting on, or think are important that require board action sooner than the next meeting, then let us know and we can set up a special meeting.

Mike Jones: Sean, can we bounce Item 1) Policy on Website....update progress, into what we are talking about now and just kind of roll it all into one. Basically, when we are talking about that website, Title 9, the HIB, those have been in the forefront. We have 6022 which is part of the 6000 series. So, if we can get those at least on the website sooner than later. I know it is a whole

thing to try and get them on, but whatever process we need to do to get those on because of State Law changing this, we need to get this on the website sooner than later.

Matt Bofenkamp: If it is just posting policy, do you need board action to do that?

Mike Jones: We don't, I just want to make sure who is doing it, where we are doing it, because we don't need four people doing the same thing. So, if you are all good, between Sandra and me, we can take some of those high Title 9, the 3000 series, and get those, if that works. The other thing on part of those, putting them on the website, it might work if we take the 1000, you take the 2000, we take the 3000, etc. and maybe we can start tackling it that way as far as posting. I don't want to throw it all on Debbie, don't want to throw it all on Shyra. So, if you get together and kind of delineate, because you have the changes, and go from there.

Sean Neal: No motion on this today.

V. NEW BUSINESS:

A. Consideration/approval of the Middle School Student Handbook 2024-2025.

Brett Agenbroad: Administration recommends approval.

MOTION: A motion to approve the Middle School Student Handbook 2024-2025 was made by Justin Honcoop and seconded by Jamie Slocum. The motion passed with the following roll call vote:

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

B. Consideration/approval of the High School Student Handbook 2024-2025.

Mike Jones: No comment. Shyra and Sandra worked on this.

MOTION: A motion to approve the High School Student Handbook 2024-2025 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 |
| Shealyn Holbrook – Aye | Matt Bofenkamp – Aye |
| Tricia Johnson – Aye | Justin Honcoop - Aye |
| Jamie Slocum - Aye | John Schaut – Aye |
| Vanessa Moore - Aye | Sean Neal – Aye |

VI: REPORTS:

A) Superintendent Reports:

- 1) Policy on Website - Addressed above in old business.
- 2) Graduation/Calendar Conflict – Adjustment options:

Mike Jones: For several years Track and Field State has always been on Memorial weekend, and we graduated the following weekend. However, this year they moved the date. That leaves us with two decisions to make: 1) Whether we are going to change the graduation date – which I would recommend we change the date, and if we can kind of generally agree on that, or 2) what is the date that we are going to change it to?

- a) We move it to Sunday, the day after the Track and Field meet, which we would have a lot of tired kids and may not be the best option, particularly with school on Monday.

b) We move it to Friday night, June 6th, and do an evening graduation which would allow everyone on the 7th to go wherever they had planned previously.

c) We just move it a week out to June 7th.

So, those are the 3 options I would give you and let you tell me which one you want.

Jessica Smith: Do we know when other schools are having their graduation?

Mike Jones: Most of them are on June 7th.

Jessica Smith: So that is why the 6th?

Mike Jones: Yes.

Matt Bofenkamp: Mike, do you have a preference?

Mike Jones: My preference is June the 6th.

Nikkie Pfaff: I would say the 7th. I have a lot of family coming from out of town and so Friday is not going to work.

Janice Meeuwssen: We have always had graduation on the same day as all other towns so I don't see why it would be any different having it on June 7th.

Mike Jones: We could go at 11:00 on June 7th.

MOTION: A motion to approve moving the graduation date to June 7th, 2024 at 11:00 a.m. was made by Matt Bofenkamp and seconded by Jessica Smith. The motion passed with the following roll call vote:

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

Mike Jones: So, this will get moved on the calendar and the senior trip will also be moved to that week. We will make those adjustments.

3) Schedule athletic committee meeting – Justin/Tricia:

Mike Jones: I brought up last month, as we are moving into some extracurricular concerns, and some of those pieces, Garrett has contacted several different schools and gathering information on how they deal with some of those issues to kind of look at. He is still waiting on those. Justin and Tricia have agreed to sit down and meet and kind of go through a little bit of that and just kind of start filtering that. After discussion, it was decided to have a meeting on September 23rd in Palouse at 5:00 p.m.

Justin Honcoop: What do we need to do to be prepared for this?

Mike Jones: We will give you the information and then it will be an overall conversation. What I would like to do is have you review part of that, get together and talk about what we are thinking, and then be able to report back to the board. Not sure if we will be able to make a recommendation in September but moving forward that way.

Matt Bofenkamp: Will the board expect a recommendation from the athletic director on funding?

Mike Jones: No, I would not anticipate that at this point.

Matt Bofenkamp: But this is where the end result is heading?

Mike Jones: That is where we are headed. I think it is just kind of a review of what we have been doing, and where are finances are. As we have addressed before, we are traveling further, and with the cost of everything increasing significantly, we want to support our kids to the best of our ability, but we need to support all of our kids and make sure that we are spreading this out. We have the opportunity to have Track and Field back in Gar-Pal, and I think we need to, so Garrett and I sat

down and looked at just costing coaches and if we hired three coaches, we are looking around a \$10,000 price tag. None of us budgeted for that, and that is not a cost we have had in the past, and that is before we look at any of our equipment. We have some equipment in Oakesdale, but things like hurdles and some other pieces that we are going to have to purchase. All of this will be shared, but it is a significant cost to both districts. We just need to be fully aware of what is going on. Another example is both boys and girls basketball teams we anticipate being very competitive, a great problem to have, but per the State, depending on where your ranking is, you could be traveling great distances which could involve overnight stays, etc., so there are a lot of added costs that the State is pushing onto the districts that we just need to look at to say what truly is our policy and what truly are we going to be able to do to accommodate parts of this because again we want to make sure that our kids have the best opportunity and experience, but what will this look like.

VII: Closed Executive Session: The meeting was recessed to go into executive session at 7:45 p.m. to discuss personnel issues according to RCW 42.30.140(4). There will be no action after this executive meeting.

The meeting was reconvened again at 8:30 p.m.

ADJOURN: Justin Honcoop moved, Jessica Smith seconded to adjourn the Garfield-Palouse Joint Board Meeting at 8:30 p.m.

Garfield Board Chairman: _____

Garfield Superintendent: _____

Palouse Board Chairman: _____

Palouse Superintendent: _____