

BOARD MEETING

Tuesday, October 22, 2024 at 6:00pm

MINUTES

I. REGULAR MEETING CALLED TO ORDER – Roll Call, Flag Salute

6:00pm Attendance: Mary Fickett, Bill Barnet, Summer Ventura, Michelle Matheson, Mike Reynolds and non-voting Secretary to the Board: Superintendent Patricia Beathard

- II. AUDIENCE PARTICIPATION/AGENDA ITEMS** - Agenda items are welcome, but depending on time, these issues are at the discretion of the board chairperson as to whether or not they are added to the agenda. At the conclusion of our meeting, audience members will have the opportunity to address items not on the agenda. The board encourages constructive and solution-oriented comments.

III. APPROVAL OF AGENDA (H000)

Mary Fickett made a motion to approve the agenda as presented. Summer Ventura seconded the motion. Motion carried.

IV. APPROVAL OF MINUTES

- a. September 24, 2024 Meeting Minutes (H000.1)

Mary Fickett made a motion to approve the August 27 minutes as presented. Michelle Matheson seconded the motion. Motion carried.

V. FINANCIAL REPORT

- a. Budget Status Report (H001)
- b. Cash Flow Spreadsheet (H002)
- c. AP Invoice Spreadsheet (H003)
- d. Enrollment Report (H004)

Financial report given by Debi Johnson.

VI. CONSENT AGENDA

The following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, were approved for payment. In addition, Payroll Vendor warrant numbers 4650578–4650584 in the amount of \$37,584.04 were approved. There were no warrants issued to Employees.

- a. Approve Payroll: September 2024 Final: \$122,815.73
- b. Accounts Payable Vouchers:

Vouchers pre-approved/due and released before this Board meeting:

Fund	Date	Voucher Numbers	Purpose	Amount
General	10/7/24	Wire Transfer	3rd Qtr Comp Tax	\$298.31
General	10/7/24	#4650576-4650577	3rd Qtr PFML & WaCares	\$2,653.71
General	10/16/24	#4602223-4602238	Early payments due	\$6,640.08
General	10/23/24	#9000001210-9000001216	Direct Deposit/ACH Payments	\$1,159.94

AP Vouchers releasing this month, approved:

General	10/23/24	#4602239-#4602261	Current Vouchers due	\$26,095.57
CPF	10/23/24	#4698075	HKHS Grant-Basketball Court	\$30,911.68
CPF	10/31/24	#4698076-#4698077	Modernization Grant-DES+PUD	\$62,567.20

Pre-approve for release before next Board meeting:**General Fund AP Vouchers:**

Phones, utilities, copier lease, Amazon Capital, credit card, F2S produce & delivery fees, Hood Canal Communications (e-Rate tech re-wiring project, \$36,250, if completed), grant expenditures, process ACH payments: \$47,500.00

CPF AP Vouchers: \$10,439.22 (retainage for HKHS playground when invoice is received)

CPF	10/24	#4698078	HKHS Retainage (All Play)	\$10,439.22
-----	-------	----------	---------------------------	-------------

TVF: The new bus is in Pasco. It was expected by 9/28/24. No update.

TVF	10/24	ACH Payment	Bus, upon delivery	\$170,326.14
-----	-------	-------------	--------------------	--------------

- c. Approve Payroll: October 2024, est: \$120,000.00
- d. Approve Adult Meal Prices for 24-25
 - i. Breakfast: \$2.25 and Lunch: \$3.50.
 - ii. Required Lunch Price is \$4.99. Keeping our current prices means the excess cost, approximately \$450, must be funded by the District with non-federal funds
- e. Approve board workshop schedule and topics
 - i. Time: 4:30 – 6:00 – light dinner provided
 - ii. November 19 – school board standards and required training
 - iii. January 28 – school funding – Jason Rhoads, assistant superintendent of business operations, Olympic Education District (OESD) 114
 - iv. March 25 – Highly capable, technology, special education – Jacob Rember
- f. Approve bus shelter placement at south end of property on Schoolhouse just north of the speed limit sign. Would require the potential loss of a parking space and movement of cement posts
- g. Approve an additional Washington Reading Corps member if a suitable candidate is found and if WRC approves the placement – approximately \$4,000
- h. Accept the work on the basketball court – painting is complete
- i. Second Read on essential policies
 - i. 6700 -Nutrition (H01)
 - ii. 6701 - Recess and Physical Activity (H02)
 - iii. 6702 - Wellness (H03)
- j. Second Read on encouraged policies

- i. 2022-Electronic Resources and Internet Safety (H04)
- ii. 2023-Digital Citizenship and Media Literacy (H05)
- iii. 2023F2-Artificial Intelligence Classroom Protocol (H06)
- iv. 2023F3-Student Artificial Intelligence Code of Conduct (H07)
- v. 2124 – Physical Education & Health Class (H08)

Mary Fickett made a motion to accept the consent agenda as presented. Michelle Matheson seconded the motion. Motion carried.

VII. STATUS OF THE SCHOOL – SUPERINTENDENT’S REPORT

- a. Statewide Civil Rights review of every school in Washington – first data upload due in December
 - i. Policies and procedures for nondiscrimination, sex-based discrimination (formerly sexual harassment), and gender-inclusive schools
 - ii. Handbook and website notices to the school community about discrimination, sexual harassment, complaint processes, and gender-inclusive schools
 - iii. Staff training on responsibilities under state nondiscrimination law and eliminating bias.
 - iv. Designated coordinators and their training, including coordinators for civil rights, Title IX, Section 504, and gender-inclusive schools
- b. First Read
 - i. Policy 3210 – Nondiscrimination (H09)
 - ii. Policy 3205 – Sex Discrimination and Sex-Based Harassment of Students Prohibited (H10)
 - iii. Policy 3211 - Gender-Inclusive Schools (H11)
- c. Pleasant Harbor Marina agreement (H12)
- d. Transitional Kindergarten (TTK – Transition to Kindergarten)
 - i. TTK is not a state apportionment full commitment
 - ii. Gap between OSPI statewide projected funding & actual state enrollment
 - iii. Worst case scenario: Partial payment in March & nothing for the rest of school year
 - iv. Better scenario: State makes an adjustment mid-May and for funds moving forward for rest of year
 - v. Best scenario: State figures out a way to fully fund
- e. WSSDA (Washington State School Directors’ Association) - publications in email format should be coming to you
- f. Plumbing updates
 - i. 2 new toilets
 - ii. Camera down gym toilet pipes
- g. Old outdoor lighting – bid expected on updates
- h. JCEP (Jefferson County Educational Partnership)– December meeting moved to 1/27 at 4:30 at Port Townsend School District Boardroom
- i. Gates Grant – a WSSN (West Sound STEM Network) collaboration

- i. \$75,000 over 3 years
 - ii. Focus on career - readiness/exploration
 - iii. Plan will likely be due in November
- j. Working with WSSN on the following projects:
 - i. Free physics day from Pacific Science Center = 12/4
 - ii. Middle school math tutoring beginning October 30
- k. Mrs. Madill receiving fun science Burke Museum Boxes – Title I Discount (free)
 - i. Bats, mammals, fossils
- l. Jefferson Health Care Vaccine Care-A-Van – 10/2/24
 - i. 13 people received vaccinations
 - ii. 29 vaccinations administered
- m. Thank you for the donation of school supplies
 - i. Tanya Barnett and Olympic Peninsula YMCA
 - ii. Jefferson Healthcare Central Registration School Supply Drive for Brinnon
- n. Lions Club conducted vision and hearing screening on 10/16
- o. Upcoming dates
 - i. 10/22 Adventures in Music/Port Angeles Symphony
 - ii. 10/23 Picture Retakes
 - iii. 10/28 - 11/1 Spirit Week
 - iv. 10/31 Middle School field trip to Rutledge Corn Maze in Olympia
 - v. 11/6, 7 & 8 Parent Teacher Conferences
 - vi. 11/11 No School for Veterans Day
 - vii. 12/11 School district insert comes out in the Port Townsend Leader
 - viii. 12/17 Pleasant Harbor Marina Resort hosts student holiday parties
- p. Champions after school program began 10/3. Currently 24 students are enrolled.
- q. 4-H after school program began 10/7. Currently 22 students are enrolled.

Superintendent's report given by Patricia Beathard.

VIII. BOARD MEMBERS REPORTS

- a. Summer Ventura – attended the Finn River event, gathered information and resources on having a garden in Brinnon.

IX. AUDIENCE PARTICIPATION

- a. Jeremy Simmons – contesting school library book fees

X. EXECUTIVE SESSION

- a. Discuss the performance of a public employee

The executive session is estimated to take 10 minutes. The executive session began at 7:09pm and ended at 7:18pm.

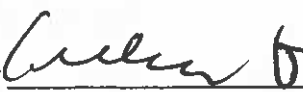
XI. ADJOURNMENT

Mary Fickett made a motion to adjourn the meeting at 7:18pm. Summer Ventura seconded the motion. Motion carried.

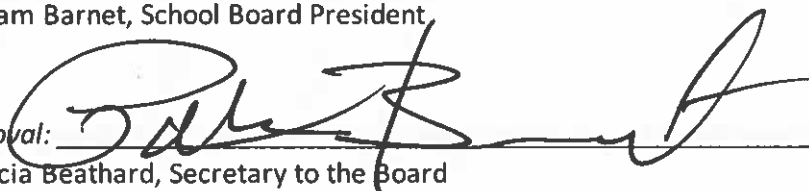
Brinnon School District #46

(5)

46 Schoolhouse Road, Brinnon, WA 98320

Approval: 
William Barnett, School Board President

Date: 11/19/27

Approval: 
Patricia Beathard, Secretary to the Board

Date: 11/19/24