

GARFIELD SCHOOL DISTRICT #302

REGULAR BOARD MEETING

Thursday, January 23, 2025

Held in the Garfield Library (Zoom available)

I. OPENING OF MEETING:

The Garfield School Board meeting was called to order at 7:02 p.m. by Board Chair Sean Neal. (It was noted that the zoom was muted, and it didn't get turned on until the end of this meeting).

A. ATTENDANCE:

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

Palouse Board: Jessica Smith, Shealyn Holbrook, Tricia Johnson, and Jaime Slocum.

Also Present: Garfield Superintendent/Principal Brett Agenbroad

Palouse Superintendent Mike Jones

Palouse Principal Sandra Krause-Ayers

Administrative Assistant Debbie Anderson – Recorder

Palouse Secretary Shyra Hallan

Valerie Wagoner – Garfield School Business Manager

Guests: Community Members

B. ANNUAL BOARD REORGANIZATION:

Sean Neal nominated Justin Honcoop for Chair, seconded by Matt Bofenkamp.

Justin Honcoop nominated Sean Neal for Vice Chair, seconded by Matt Bofenkamp.

Discussion followed regarding the three remaining positions, and it was decided on the following:

Ryan Pfaff – WIAA Representative

Matt Bofenkamp – Legislative Representative

John Schaut – Union Representative

MOTION: A motion to accept the board reorganization as noted above was made by Matt Bofenkamp and seconded by Justin Honcoop. The motion passed with the following roll call vote:

John Schaut – Aye

Ryan Pfaff – Aye

Justin Honcoop – Aye

Matt Bofenkamp – Aye

Sean Neal - Aye

C. REQUEST TO ADDRESS THE BOARD:

Sean Neal: As there are several community members here tonight, I am assuming the reason you are here is about the superintendent/principal position. I do want to let you know that both boards have been going into executive sessions over the last couple of months to discuss the superintendent opening. We know that Mike Jones has one year left on his contract, so we will be looking into offering the new person a 1-year contract. There was no request to address the Garfield Board.

II. CHANGES TO THE AGENDA: None

III. CONSENT AGENDA:

A. Accounts Payable:

a. General Fund:

January - \$69,999.86

Warrants: 30211809-30211841

January - \$7,923.20

Warrant: 30211806

January - \$122.82

Warrant: 30211807

January - \$3,630.44 (BMO Harris)

Wire Transfer #: 0202100132

b. Capital Projects:

January – None.

c. ASB Fund:

January - \$34.18

Warrant: 30211808

January – \$364.69 (BMO Harris)

Wire Transfer #: 0202100132

d. Transportation Vehicle Fund

January - None

e. **Payroll: December 2024**

December (Checks) - \$6,775.52

Warrants – 30211787-302117944

December (Benefits) - \$72,370.07

Warrants – 30211795-30211805

Payroll Electronic Transfer (Direct Deposit)

December - \$107,087.74

Payroll Electronic Transfer Fed W/H & SS

December - \$34,018.01

Payroll: January 2025

December (Checks) - \$6,071.56

Warrants – 30211842-30211848

December (Benefits) - \$72,157.89

Warrants – 30211849-30211859

Payroll Electronic Transfer (Direct Deposit)

December - \$104,598.90

Payroll Electronic Transfer Fed W/H & SS

December - \$32,975.11

B. Approval of Minutes:

a. December 19, 2024

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

John Schaut – Aye

Ryan Pfaff – Aye

Justin Honcoop – Aye

Sean Neal – Aye

Matt Bofenkamp – Aye

IV. OLD BUSINESS: None.

V. NEW BUSINESS:

- A.** Consideration/Action: Bid or Request for Proposals –
Facility Capital Improvement Projects.

Brett Agenbroad: We have discussed capital project improvements around the school. I would like to start getting bids for the softball irrigation, school lockers, baseball field repairs, painting of the school, and sidewalk repairs. Discussion followed.

MOTION: A motion was made by Matt Bofenkamp to approve gathering of bids of the items noted above, seconded by Sean Neal. The motion passed with the following roll call vote:

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

VI. REPORTS:

- A.** Business Manager Report: Valerie Wagoner gave the financial report to the board members.

- B.** Superintendent Report:

Brett Agenbroad: Bob Ferguson has made this week Board Appreciation Week and Brett and Mike wanted to let both Boards know how much they are appreciated and thanked them for their service.

Brett discussed with the Board the Urgent Repair Grant that will be starting in February for the HVAC system in the cafeteria.

He also discussed the levy letters that will be going out soon.

The boys' middle school basketball finished and there was a lot of growth this season.

Middle school volleyball started on the 6th of January, and we have a good turnout of 17 girls, their first game is tonight.

We have 3 middle school students playing on the high school girls' basketball team as well.

ADJOURN: With there being no further business, Sean Neal moved, Ryan Pfaff seconded to adjourn the meeting at 7:18 p.m.

Board Chairman _____

Superintendent: _____

PALOUSE SCHOOL DISTRICT #301

PALOUSE BOARD MEETING

Thursday, January 23rd, 2025 at 7:18 p.m.

Held via Zoom: <https://us02web.zoom.us/j/kldXeXAP5> Meeting ID: 881 7639 2694

I. OPENING OF MEETING:

The Palouse School Board meeting was called to order at 7:18 p.m. by Palouse Board President Jess Smith.

A. ATTENDANCE:

Palouse Board: Jess Smith, Jamie Slocum, Tricia Johnson & Vanessa Moore.

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

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

Guests: Community members

B. REQUEST TO ADDRESS THE BOARD: None

II. CHANGES TO THE AGENDA: None

III. CONSENT AGENDA:

A. Accounts Payable:

December Warrant Numbers: 30113273 - 30113312

January Warrant Numbers: 30113313 - 30113346

1. General Fund:

December - \$75,056.53

January - \$39,955.06

2. HS ASB:

December - \$927.99

January - \$572.67

3. Capital Projects:

December - \$11,929.21

January - \$25,383.85

4. BMO Payment:

December Wire Transfer - 202100090

January Wire Transfer – 202100091

December General Fund: \$10,573.52

January General Fund: \$6,599.23

December ASB: \$3,997.95

January ASB: \$3,200.01

5. Payroll:

December (Checks) - \$12,344.38

Warrants – 30113250 - 30113257

January (Checks) - \$10,715.02

Warrants –30113347 - 30113353

December (Benefits) - \$89,039.41

Warrants – 30113258 - 30113272

January (Benefits) - \$89,665.22

Warrants – 30113354 - 30113368

Payroll Electronic Transfer (Direct Deposit)

December Direct Deposit Numbers – 9000001062 - 9000001100

January Direct Deposit Numbers – 9000001101 - 9000001138

December - \$129,390.45

January - \$125,442.73

Payroll Electronic Transfer Fed W / H & SS

December Wire Numbers – 202100089

January Wire Numbers – 202100092

December - \$45,412.51

January - \$43,363.03

B. Approval of Minutes:

- 1. Board Meeting:** December 19th, 2024 - Board meeting minutes were approved.

C. Accounts Payable - December

- a. Payroll: \$277,086.75
- b. AP (all funds): \$141,734.83

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

Jess Smith - Aye

Shealyn Holbrook - Aye

Vanessa Moore - Aye

Jamie Slocum - Aye

Tricia Johnson - Aye

IV. Reports to the Board:

- A.** Business Manager - Jeremy Loe provided a report including a Food Service audit.
- B.** Principal Sandra Krause-Ayers Report - Current enrollment is 202 students - 100 high school & 102 elementary. Currently halfway through the school year. High school students participated in a 2 week Intensive or Support classes if they are failing core classes of math, english literature or composition, social studies or science. This allows students the opportunity to receive individualized instruction and bring their grades up rather than risk the need for repeating classes. High school reports cards will be mailed out. Basketball season is in full swing and both boys and girls are leading the league. Kadence Kivi on the girls basketball team was interviewed for SWX Sports. Interview is also on the school's Facebook page. We have 2 students participating in wrestling coached by Cliff Knauff and the Colfax Wrestling staff. Elementary students have completed Winter MAPS testing. The assessments help determine instructional levels of our students and growth over time. They are given 3 times a year. Elementary students will celebrate their accomplishment of making their Accelerated Reading goal with a special party. Classified and certified staff, both Palouse and Garfield, jointly participated in our Learning Improvement Day training presented by the Isaac Foundation on Autism. Staff develop a deeper understanding of Autism Spectrum Disorders and common

characteristics, as well as provide tools to more effectively troubleshoot challenging behaviors and communicate with individuals with all levels

of autism. Thank you to both Boards for all the work they do to support students, staff and schools.

- C.** Superintendent Mike Jones Report - Thank the Boards for all they do. Working on the 2025 - 2026 school year staff planning & scheduling. Levies paperwork went out. February 11th is the election. We really appreciate the support for both EP & O and Capital. Taxes were not raised for this, just extended the dates on them. CRDC report is being worked on. Legislator priority list TWIO - Insurance & Transportation. Superintendent Jones will be in Olympia Feb. 11th & 12th for the Legislature. Lead Free Kids - we will contact ESD & DOH to check the lead in our water. We are also working on the football field, our playground and the middle ball field. We are looking into changing the lighting. We are getting quotes. The area around our tennis courts was sold to the city a while back. We are looking at possibly buying it back. We are in discussion about the price. We would like to repurpose the tennis courts to create a track area as we will be holding track practice in Palouse. The Ag & barn area is all cleared. We had a Shelter in Place drill and the Safety Committee noted the window blinds are falling apart so we have ordered new ones to be installed around Presidents Day. The gym doors are being put in. There was a manufacturing glitch and the doors were not the correct size so they are being reordered. Other doors around the school have been ordered and will be installed as soon as they arrive.

VI. New Business:

- A.** New Board Elections & New Assignments:
President: Jess Smith
Vice President: Jamie Slocum
Union Negotiations Representative: Vanessa Moore
WIAA Representative: Tricia Johnson
Legislative Representative: Shealyn Holbrook

MOTION: A motion to approve the Board Elections and new assignments was made by Jamie Slocum and seconded by Vanessa Moore. The motion passed with the following roll call vote:

Jess Smith - Aye

Shealyn Holbrook - Aye

Vanessa Moore - Aye

Jamie Slocum - Aye

Tricia Johnson - Aye

B. Item B. ICOS - Yearly Building Review (study and survey) was striked.
PALOUSE BOARD MEETING – January 23rd, 2025 **PAGE 5**

C. Work Session - Will be held at 6:00 p.m. on February 27th before the Board meeting.

VII. Executive Session: To review the performance of a public employee (final action(s), to be taken in public.)

MOTION: A motion to update terms of the Palouse superintendent contract to be a rolling contract upon satisfactory performance evaluation, pay increase to match the negotiated staff pay increase and a buyout clause of 0 for justified, 50% of remaining for unjustified. With specific legal terms provided by Steven and Clay was made by Jamie Slocum and seconded by Vanessa Moore. The motion passed with the following roll call vote:

Jess Smith - Aye

Shealyn Holbrook - Aye

Vanessa Moore - Aye

Jamie Slocum - Aye

Tricia Johnson - Aye

ADJOURN: A motion to adjourn the meeting at 8:35 p.m. was made by Jamie Slocum and seconded by Vanessa Moore.

Board Chairman: _____

Superintendent: _____

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

Thursday, January 23, 2025

Held in the Garfield School Library

I. OPENING OF MEETING:

The Garfield-Palouse Joint Board meeting was called to order at 7:36 p.m. by Garfield Board Chair Justin Honcoop. Flag Salute followed.

A. ATTENDANCE:

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

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

Excused: Shealyn Holbrook

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:

Justin Honcoop: Are there any request to address the joint board?

Robin Woltering: Robin read a statement regarding the superintendent position. Please see the recording for the full statement.

Sean Neal: In the hiring process, the intention has always been to include members of the staff and community in the interview and hiring process. The position has been posted, but there have not been any further actions other than that. So, the intention is, once we identify some candidates, or have some candidates in the pool, then we will work on getting some of those committees organized so they can participate in the process. So, that was always the intention to do that, we just haven't gotten this far down the road yet.

Diane Mylett: Is there an intention to advertise the position on the school website. Normally when there are positions that are open, via a coach, a teacher, there is an announcement that goes out to all the staff to let us know and to also ask us to maybe notify people that might be qualified candidates, but we haven't received that.

Sean Neal: It is my understanding that it is on the website, is that true Brett?

Brett Agenbroad: It is on the website.

Sean Neal: My understanding is, because we have engaged a recruitment firm to assist with a process and they are, or in the process of, reaching out to specific members of the community and of the staff to get input so that they can have that information as they are going through that recruitment process.

Matt Bofenkamp: So, I do know that a couple of community members have been contacted by this firm and that is encouraging to me. I would also like to say, for both boards, that we engaged in quite a few discussions, most of them happened in executive session, coming into the start of the fall of this last year because we knew this was going to be a topic of discussion as Brett's current contract came to an end. We had to figure out the logistics of what is possible and what is not. Obviously with existing contracts and with outgoing contracts, like Sean said at the beginning, what we discovered, and our posting reflects this, although there is a desire I think from all the board members to pursue this, administratively in the short term, albeit the next year, that is not a possibility with current contracts that are in place. So, as a gesture of wanting to pursue this, one of the things that we are doing in our current search, which may hamper applicants, but we are going to try, is to allocate or write the contract as a 1-year guarantee. Normally, in my short

experience on the board, when you do administrative contracts, usually they are longer because when somebody wants to take the job, they do want to put down roots in the community. But knowing that this is something that the community wants to pursue, and as the board members want to pursue, that is what we are doing with our current posting to hopefully put ourselves in the position to approach that and then administratively actually be able to execute on that fact. Both boards were really engaged in that, and we had good discussions. We went through the financials, and people were able to talk about their reservations and also the benefits of doing that. I just want to say, for both boards, we had a lot of good, detailed discussions around this topic.

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

A. Approval of Minutes: December 19, 2024.

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

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

IV. OLD BUSINESS: None.**V. NEW BUSINESS:**

A. Consideration/Approval of High School Head Track and Field Coach

Brett Agenbroad: The position was posted and Chris Cook applied and selected. The administration recommends approval.

MOTION: Matt Bofenkamp made a motion to approve the hiring of Chris Cook for Head Coach for the Track and Field for the High School, seconded by Jamie Slocum. The motion passed with the following roll call vote:

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

B. Consideration/Approval of Middle School Assistant Volleyball Coach:

Brett Agenbroad: The position was posted and Tiana Woltering applied and selected. The administration recommends approval.

MOTION: Sean Neal made a motion to approve the hiring of Tiana Fox for the Middle School Assistant Volleyball Coach, seconded by John Schaut. The motion passed with the following roll call vote:

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

V: REPORTS:

A) Policy 3424:

Mike Jones: This is not the 1st reading, this is an introduction. You should have received Policy 3424. This is on Narcan and opioid related use. WSSDA made recommendations to change this and on the 2nd page, specifically, RCW 69.41.095, allows for “any person” (including students) to lawfully possess, store, deliver, distribute, and administer an opioid overdose reversal medication that has been properly prescribed and/or authorized. This may need some discussion. This is included for the board members to read, make notes, and then, if we can, have a discussion next meeting. The 1st reading will be next meeting.

B) Report on Cost Share Work Session with Kassidy Probert.

Mike Jones: I sent you a handout that Kassidy sent down, it is a front and back. This outlines basically what was talked about, how it was rolled out, and what information came from this. The critical part of this, as we are playing around and looking at it, is truly the FTE component, as it goes back and forth, whoever is higher or lower it is going to impact relatively significantly. The second part, that was a discussion point, was ultimately the revenue coming in. So, based on what we are bringing in levy wise, Garfield is bringing in approximately \$2300, Palouse is bringing in about \$2900. So, ultimately, we can go with the lower of the two revenue pieces to share out, so we would only be paying at the \$2300 to equalize. There are also a couple of stipulations, if the levy failed then one district wouldn't be floating the other. So that cost share would be suspended for that year. I am not looking for action on this, just looking for any questions or concerns on this.

Brett Agenbroad: Mike and I have discussed how we cost share employees that we split between the districts and that would kind of be another piece to that puzzle that we would need to discuss and work into this cost share. It is a minor piece, and this pretty much makes it so clean and understandable compared to what we have been doing.

Justin Honcoop: When will you want to take some action on this issue?

Mike Jones: Personally, I want to make sure we get any questions and let everybody look at that and make sure that if there are true questions on this, that we get those answered so that everyone is comfortable. I don't want to approve this and then we come back in February and March and go “oh by the way.” So, in my opinion, we look at it and again kind of do a 1st and 2nd reading of it. So, in February look at it a little bit closer, what questions do we have, and then run a 2nd reading in March for approval.

ADJOURN: Sean Neal moved, John Schaut seconded to adjourn the Garfield-Palouse Joint Board Meeting at 7:54 p.m.

Garfield Board Chairman: _____

Garfield Superintendent: _____

Palouse Board Chairman: _____

Palouse Superintendent: _____