Brinnon School District #46 46 Schoolhouse Road, Brinnon, WA 98320

# BOARD MEETING
# Tuesday, March 25, 2025 at 6:00pm
# MINUTES

I. REGULAR MEETING CALLED TO ORDER at 6:05pm – Roll Call, Flag Salute

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

II. AUDIENCE PARTICIPATION

The Brinnon School Board welcomes and recognizes the value of public input in its meetings. Your comments and input may address an item on the agenda or on any topic within the scope of the board's responsibilities. The board will allow for public comments at the beginning of every regular board meeting. Comments from the public will not be added to the agenda, and the board will not typically respond to these comments. However, the board will take these comments into consideration for future meetings. Please limit your polite and respectful comments to three minutes.

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. February 25, 2025 Meeting Minutes (H000.1)

*Mary Fickett made a motion to approve the February 25, 2025 meeting minutes as presented. Summer Ventura 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)

*Debi Johnson gave the financial report.*

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 4650609–4650613 in the amount of $35,651.35 were approved. There were no payroll warrants issued to employees.

a. Approve Payroll: February 2025, Final: $122,143.84
b. Approve Accounts Payable Vouchers:

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

| Fund | Date | Voucher Numbers | Purpose | Amount |
|---|---|---|---|---|
| General | 3/14/25, | #4602376–4602380, | Early payments due | $2,991.67 |
| General | 3/26/25, | #9000001377–99000001384, | ACH Payments | $4,195.73 |

**Approve AP Vouchers releasing this month:**

| | |
|---|---|
| General–3/26/25, #4602382–#4602405, Current Vouchers | $20,895.21 |
| Capital Projects – 3/31/25, #4698084, Current Voucher | $74,147.84 |

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

Phones, utilities, copier lease, Amazon Capital, credit card, F2S produce & delivery fees, OESD invoices (ACH payments), grant expenditures, process ACH payments: $6,150.00

c. Approve Payroll: March 2025, Final: $114,535.87
d. ~~Approve Second Read: Policy 4200 Safe and Orderly Learning Environment (H01)~~
e. Approve 2025-2026 OESD114 contract (H02)
f. Approve Brinnon School District staff approved 2-year calendar - final version with early release dates included 2025-2026 (H03) & 2026-2027 (H04)
g. Approve Asset Preservation Program Annual Board Report (H05)
h. Approve purchase and installation of AED, estimate: $3,000 (grant not received)
    i. *Check in with the Brinnon Fire Association for possible grant*
i. Approve Outdoor Education expense & accept Outdoor Education Grant funding
    i. June 2025 – Camp Parsons invoice $3,800 + District transportation costs (Outdoor Education Grant should cover $2,250) (H06)
    ii. Monday, June 2 - TK-2nd grades program (they will return to school after lunch)
    iii. June 3 & 4 – full days for 3rd – 8th grades

*Mary Fickett made a motion to accept the consent agenda as presented with the move of Policy 4200 to the April Agenda. Summer Ventura seconded the motion. Motion carried.*

VII. ACTION ITEMS WITH DISCUSSION

a. Transition to Kindergarten – maintain program for 2025-2026 school year, despite funding uncertainty
    i. Current rough 2025-2026 projections: TK – 3/K - 7
    ii. Probably our class most difficult to project

*Summer Ventura made a motion to maintain the Transition to Kindergarten program for 2025-2026 school year, despite funding uncertainty. Mary Fickett seconded the motion. Motion carried.*

b. Reduction of classified hours associated with the Intensive Tutoring Grant ($90.000) that we will be losing in the 2025-2026 school year. Follow seniority/time reduction guidelines & adjust staff responsibilities to reduce classified staffing expenditures.
    i. $84,226 identified based on 24-25 salary

*Mary Fickett made a motion to reduce classified hours associated with the Intensive Tutoring Grant. Michelle Matheson seconded the motion. Mike Reynolds abstained. Motion carried.*

c. Maintain current teaching staffing pattern at this time/RIF policy (H07)

*Summer Ventura made a motion to maintain the current teaching staffing pattern. Mary Fickett seconded the motion. Motion carried.*

VIII. STATUS OF THE SCHOOL – SUPERINTENDENT'S REPORT

a. Take a look at gym paint (Thank you, Joshua Bower) and the stage curtain
b. Discussions with Jefferson Healthcare about their mobile dentist project
c. WASWUG (Washington State K-12 User Group) is an annual conference hosted by WSIPC (Washington School Information Processing Cooperative) for Skyward software users to learn, network, and share experiences, with sessions focused on Student, HR, and Finance topics update - Simmons
d. WASA (Washington Association of School Administrators) Small Schools Conference updates
e. Ordered lineup for 2025-2027 Small Rural School Modernization Grant funding (H08)
    i. Brinnon #27 of 57
    ii. $5,566,000 for plumbing systems, HVAC & exterior walls
    iii. We should know more about funding by Monday, April 7
f. Gym restroom update
g. Bus drivers
h. Transportation spending - $30,000 keeps our transportation budget the same next year- awaiting bids on project ideas that will be brought to board for approval
    i. Garage door maintenance
    ii. Garage door openers
    iii. Removal of trees at risk of falling on the bus barn
    iv. Security cameras
    v. Insulation of roof
    vi. New entrance door -
    vii. Summer detailing of buses
i. Legislative Updates
    i. HB 2012 - early in the process – has not passed House or Senate
        1. Provides an appropriation to fund the additional school year 2024-25 forecasted enrollment of the Transition to Kindergarten (TTK) program not already funded in the 2023-25 biennial budget.

2. Beginning in the 2025-26 school year, TTK program enrollment for each school district, charter school, or state-tribal education compact school to its 2024-25 school year enrollment.

ii. SB 5179 - Passed Senate/in committee in the House

1. Update: Establishing a complaint process to address *willful* noncompliance with certain state education laws.
2. Original: Establishing a complaint process to address noncompliance with certain state education laws.

j. Cell phone policy – Board member Mike Reynolds requested item (H08)

k. Upcoming dates

i. March 31- April 4 No School for Spring Break
ii. April 16 & 17 Parent Teacher Conferences
iii. April 18 9:00 a.m. Awards Assembly
iv. April 18 6:00 p.m. Talent Show
v. April 22 8:30 a.m. PA Symphony's Adventures in Music assembly

IX. BOARD MEMBERS REPORTS

a. Next JCEP in May

X. ADJOURNMENT

*Mary Fickett made a motion to adjourn the meeting at 7:16pm. Summer Ventura seconded the motion. Motion carried.*

*Approval:* _____ *Date:* 4/22/25
William Barnet, School Board President

*Approval:* _____ *Date:* 4/22/25
Patricia Beathard, Secretary to the Board