

PALOUSE SCHOOL DISTRICT #301

PALOUSE BOARD MEETING

Thursday, April 24th, 2025 at 7:04 p.m.

Held via Zoom: <https://us02web.zoom.us/j/88229815655>

I. OPENING OF MEETING:

The Palouse School Board meeting was called to order at 7:04 p.m. by Palouse Board President Jess Smith.

A. ATTENDANCE:

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

Garfield Board: Justin Honocoop, John Schaut & Ryan Pfaff

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: None

III. CONSENT AGENDA:

A. Accounts Payable:

April Warrant Numbers: 30113510, 30113536 - 30113580

1. General Fund:

April - \$77,055.25

2. HS ASB:

April - \$962.41

3. Capital Projects:

April - \$141,069.47

4. BMO Payment:

April Wire Transfer - 202100098
April General Fund: \$4,096.35
April Capital Projects: \$7,284.71
April ASB: \$8,244.41

5. Payroll:

April (Checks) - \$12,618.81
Warrants – 30113511 - 30113520

April (Benefits) - \$88,272.59
Warrants – 30113521 - 30113535

Payroll Electronic Transfer (Direct Deposit) - \$127,233.78
April Direct Deposit Numbers – 9000001219 - 9000001260

Payroll Electronic Transfer Fed W / H & SS - \$43,715.46
March Wire Numbers – 202100097

B. Approval of Minutes: March 27th, 2025 Joint Board minutes were approved.

C. Resignation: Brittany Sawyer - Art

D. Hire: Fiona Quigley - HS Math/Science

MOTION: A motion to approve the Consent Agenda as presented 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. New Business:

A. Capital Projects Updates:

- a. **Ag Barn / Grounds** - The barn area is going up quickly. The water and electrical will be completed next week. In 2 weeks the FFA will be putting up pens and the arena. This should be completed the middle to end of May, just in time for the lambs.
- b. **Track & Field** - The City of Palouse is still looking into the sale of the tennis courts to us. They need to make sure we are allowed to purchase it. The pit has been dug, the long jump is ready and there is a storage shed for equipment. We are waiting for bids to come back for the resurfacing of the tennis courts.

V. Reports to the Board:

A. Business Manager - Jeremy Loe provided a written report.

B. Principal Report - State testing has been completed for 5th grade Science. High School ELA & Science has also been completed. High School math & 3rd - 5th grade ELA will continue during the month of May. Track and Field is still competing in regular season meets and invitationals. Baseball will finish next week. League and District play starts the 6th of May. FFA attended Environmental and Natural Resources competition, placing 16th. They placed 9th at State AG Mech, and placed 5th in Forestry. They attended State Horse Evaluation and placed 21st. Palouse celebrated Earth Day with the Elementary students participating in a campus clean-up Mrs. Oleson provided the students with the opportunity to create a recycled art project. Administrative Professional Day was on Wednesday, and we celebrated Tonya Knauff and Shyra Hallan as they support our students, staff, parents and community. Whitman County Prom is April 25th at the Palouse Fairgrounds. May 7th is our annual Honors Dessert to recognize academic achievement and Monday, May 12th is College Signing Day for our seniors.

C. Superintendent Report - AWSP is June 22nd - 25th. Superintendents meet up and attend planning workshops. They will talk about what next year looks like. Superintendent Jones provided Palouse Board members with a self assessment packet. It looks at Board standards, what is required of the position and what to expect. He would like members to do the self assessment. It looks at their beliefs, strong areas and areas to improve on. He said this should be done every 2 - 3 years, especially with new members joining the Board. The grounds are being worked on with dirt getting moved and the parking lot getting squared off and gravel added. There will also be work done to the bank behind the elementary classrooms. Palouse Prairie and Palouse Conservation District will be helping with this. Natural grasses will be planted to help with erosion. They will be putting on lessons for the elementary students as well. We will be looking at summer projects soon. The cafeteria will need new carpeting and the kitchen floor needs to be redone. There is also exterior and interior painting that needs to be done this summer. This is the last week of the Legislative Session. Administration has been keeping members informed of budgeting issues. Discussion was had about the Legislative Session and the budget. Superintendent Jones will be attending his son's college graduation in Alabama soon.

VI. Executive Session: *To evaluate the performance of a public employee - Superintendent Mike Jones annual review.* Palouse Session resumed at 7:44 p.m.

The Executive Session started at 7:48 p.m. The Executive Session ended at 8:05 p.m. No actions were taken after the Executive Session.

ADJOURN: A motion to adjourn the meeting at 8:07 p.m. was made by Jamie Slocum and seconded by Vanessa Moore.

Board Chairman: _____

Superintendent: _____

GARFIELD SCHOOL DISTRICT #302

REGULAR BOARD MEETING

Thursday, April 24, 2025

Held in the Palouse Library

I. OPENING OF MEETING:

The Garfield School Board meeting was called to order at 7:16 p.m. by Board Chair Justin Honcoop.

A. ATTENDANCE:

Garfield Board: Ryan Pfaff, Justin Honcoop, and John Schaut

Excused: Sean Neal and Matt Bofenkamp

Palouse Board: Shealyn Holbrook, Tricia Johnson, Jaime Slocum, Vanessa Moore, and Jess Smith.

Also Present: Garfield Superintendent/Principal Brett Agenbroad (via Zoom)

Palouse Superintendent Mike Jones

Palouse Principal Sandra Krause-Ayers

Garfield Business Manager Valerie Wagoner (via Zoom)

Administrative Assistant Debbie Anderson – Recorder

Palouse Secretary Shyra Hallan

Guests: Community Members via zoom.

B. REQUEST TO ADDRESS THE BOARD: Jason Jahn addressed the board regarding buses. He reported to the board that he will be picking up one of the buses that has been ordered on Monday and that it will have cameras on it. All the new buses will have cameras on them. I want to propose getting two 77 passenger buses, and one more HDX, and one more 56 passenger bus over the next 5 years as the money becomes available in the transportation fund. Debbie Anderson: This would be a joint board issue as buses are to be approved by both Garfield and Palouse boards.

(It was decided to go ahead and have the conversation in this meeting and then it will be brought up again in the joint meeting for discussion/approval)

Jason Jahn: The other bus that is coming is a 56 passenger C2, but we will not see that bus until next year. A lot of this is because of the number we are in line for the buses. So, I am asking for approval so we can get these on order. We don't pay for them until we get them, and we have 30 days after the time we get them. I can space them out just right that as the money becomes available in the transportation fund then I can order the bus.

Justin Honcoop: Are you going to want approval at the next meeting on this?

Jason Jahn: I want approval as soon as I can get it. As soon as possible.

Justin Honcoop: We will address this at the joint meeting and get you an answer.

II. CHANGES TO THE AGENDA: None

III. CONSENT AGENDA:

A. Accounts Payable:

a. General Fund:

April - \$71,418.50

Warrants: 30211982-30212015

April- \$3,542.09

Warrant: 30211981

April - \$5,379.36 (BMO Harris)

Wire Transfer #: 0202100141

b. Capital Projects: None.

c. ASB Fund:

April - \$204.99 (BMO Harris)

Wire Transfer #: 020210014

- d. Transportation Vehicle Fund: None
- e. Payroll:
 - April (Checks) - \$8,472.79
 - Warrants – 30212016-30212023
 - April (Checks) - \$3,060.63
 - Warrants – 30212035-30212036
 - April (Benefits) - \$72,472.72
 - Warrants – 30212024-30212034
 - April (Benefits) - \$137.88
 - Warrants – 30212037-30212041
 - Payroll Electronic Transfer (Direct Deposit)
 - April - \$107,089.88
 - Payroll Electronic Transfer Fed W/H & SS
 - April - \$34,630.59
 - April - \$517.66

B. Approval of Minutes:

- a. April 24, 2025

C. Approval of Kutak Rock, LLC – Legal Services Contract

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

John Schaut – Aye Ryan Pfaff – Aye
Justin Honcoop – Aye

IV. OLD BUSINESS: None.

V. NEW BUSINESS:

- A. Consideration/Approval – Renstrom Home landscaping and sprinkler system bid.

Brett Agenbroad: I have received quotes on irrigation and this is very competitive. In fact, it is as low as I can get. It would be good to get this approved and then Kenny Renstrom would be essentially the construction site manager while this is going on. Administration recommends approval. The sidewalk came in so high that we actually need to go out and advertise for that, so we could not consider that at this point.

MOTION: A motion to accept the Renstrom Home landscaping and sprinkler system bid was made by John Schaut and seconded by Ryan Pfaff. The motion passed with the following roll call vote:

John Schaut – Aye Ryan Pfaff – Aye
Justin Honcoop – Aye

VI. REPORTS:

- A. Business Manager Report: Valerie Wagoner went over the business manager report with the board.
- B. Superintendent Report: Brett Agenbroad went over the following events:
 - 1) As Valerie mentioned, I have on her consideration and discussion of vehicle replacement. Jason has talked with me on a number of occasions about replacing that Ford Bronco and it is just getting extremely worn out. He is looking at used Explorer type vehicles that have 4-wheel drive and carry multiple passengers. The reason I didn't have it on here for approval, and just discussion, is exactly what Valerie presented – that if we bought a vehicle this year, we would go over our formula budget limit and then we would have to do a budget extension. One of my goals was to finish the year without

doing a budget extension just because we have done them for the past 9 years. As she also mentioned, it is not a big deal, we have the money. So, my question is to the board, do you just want to wait until next year to do this and we will finish this year within our spending limit. School is about out, and we won't be using that Bronco again, or, do you want to buy one over the summer and have it ready to go in the fall.

After discussion it was decided to start looking for a newer vehicle to a new vehicle in the \$50,000 range.

2) The middle school baseball season is in full swing. We have had two games. We won one and lost one.

3) Last week track and field had their first meet, and they did well.

4) Tomorrow the 6th and 7th graders will be going to Lewiston to attend Lewis and Clark State College to do a college tour. The 8th graders will be going to the University of Idaho for an Engineering Expo.

5) We have started our 4th quarter. Our elective this quarter is outdoor projects which is campus beautification. We also have golf, trap, cooking and art history.

ADJOURN: There being no further business, John Schaut moved, Ryan Pfaff seconded to adjourn the meeting at 7:30 p.m.

Board Chairman _____

Superintendent: _____

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

Thursday, April 24th, 2025 at 7:30 p.m.

Held via Zoom: <http://us02web.zoom.us/j/88229815655>

I. OPENING OF MEETING:

The Joint School Board meeting was called to order at 7:30 p.m. by Palouse Board President Jess Smith. The Flag salute was done immediately after.

A. ATTENDANCE:

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

Garfield Board: Justin Honcoop, John Schaut & Ryan Pfaff.

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: Jason Jahn - Bus Purchasing

III. CONSENT AGENDA:

A. Approval of Minutes: March 27th, 2025 Joint Board minutes were approved.

MOTION: A motion to approve the Consent Agenda was made by John Schaut and seconded by Ryan Pfaff. The motion passed with the following roll call vote:

Shealyn Holbrook - Aye	Jess Smith - Aye
Tricia Johnson - Aye	Justin Honcoop - Aye
Jamie Slocum - Aye	Ryan Pfaff - Aye
Vanessa Moore - Aye	John Schaut - Aye

IV. OLD BUSINESS:

A. Policy 3424 (2nd Reading): The policy is about Narcan as well as the form a doctor needs to sign allowing a student to self carry. After the Policy is approved by the Joint Board, a complete updated copy will be sent to Trevor Villa to put on our school website.

MOTION: A motion to approve Policy 3424 was made by Justin Honcoop and seconded by Shealyn Holbrook. The motion passed with the following roll call vote:

Shealyn Holbrook - Aye	Jess Smith - Aye
Tricia Johnson - Aye	Justin Honcoop - Aye
Jamie Slocum - Aye	Ryan Pfaff - Aye
Vanessa Moore - Aye	John Schaut - Aye

VI. NEW BUSINESS:

- A. 2025-2026 Calendar:** We are allotted 3 LID days per year. August 25th & 26th are right before school starts on August 27th. January 30th is between semesters.

MOTION: A motion to approve the 2025-2026 school calendar as presented was made by Jamie Slocum and seconded by Justin Honcoop. The motion passed with the following roll call vote:

Shealyn Holbrook - Aye	Jess Smith - Aye
Tricia Johnson - Aye	Justin Honcoop - Aye
Jamie Slocum - Aye	Ryan Pfaff - Aye
Vanessa Moore - Aye	John Schaut - Aye

- B. Negotiations - Update on timeline:** Administration has met with union representatives 3 times. They are about 85 - 90% complete. A counter proposal was given. Administration anticipates closing negotiations in May. The Union talks have been going well. Union is asking for a 1 or 2 year contract due to uncertainty of budgets.

- C. Jason Jahn - Buses:** Jason Jahn - Transportation Supervisor, would like us to get on the list for ordering new buses as it takes a while to get them and you don't have to pay till you receive it and you can change your mind. Discussion was had about money available now and down the road as well as what type and how many buses should be ordered. The bus that is currently on order will have cameras onboard.

MOTION: A motion to allow Jason Jahn to put us on the list for buses as funds become available was made by Justin Honcoop and seconded by John Schaut. The motion passed with the following roll call vote:

Shealyn Holbrook - Aye	Jess Smith - Aye
Tricia Johnson - Aye	Justin Honcoop - Aye
Jamie Slocum - Aye	Ryan Pfaff - Aye
Vanessa Moore - Aye	John Schaut - Aye

V. Adjournment: A motion to adjourn was made at 7:44 p.m. by Jamie Slocum and seconded by Vanessa Moore.

Board Chairman: _____

Superintendent: _____

Board Chairman: _____

Superintendent: _____