

BOARD MEETING

Tuesday, May 27, 2025 at 6:00pm

MINUTES

I. REGULAR MEETING CALLED TO ORDER at 6:00pm – Roll Call, Flag Salute

Attendance: Bill Barnet, 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. Mike Reynolds seconded the motion. Motion carried.

IV. APPROVAL OF MINUTES

a. April 22, 2025 Meeting Minutes (H000.1)

Mary Fickett made a motion to approve the April 22, 2025 meeting minutes as presented. Michelle Matheson seconded the motion. Motion carried.

b. April 29, 2025 Special Meeting Minutes (H000.2)

Mary Fickett made a motion to approve the April 29, 2025 meeting 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)**

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 4650621–4650625 in the amount of \$36,730.88 and Employee payroll warrants numbers 4630087–4630090, for \$287.50, were approved.

- a. Approve Payroll: April 2025, Final: \$120,629.20
- b. Approve Accounts Payable Vouchers:

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

Fund	Date	Voucher Numbers	Purpose	Amount
General-5/23/25,		#4602431–4602436	Early payments due	\$5,099.80
General-5/22/25,		#9000001446–9000001452,	ACH Payments	\$1,151.31
General-5/28/25,		#9000001453–9000001454,	ACH Payments	\$7,052.28

Approve AP Vouchers releasing this month:

General-5/28/25,	#4602437–#4602457	Current Vouchers	\$35,501.96
Capital-5/30/25,	#4698085	Current Voucher	\$1,310.40

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, Annual Pagefreezer payment, process ACH payments: \$5,000.00

- c. Approve Payroll: April 2025, Estimate: \$115,535.84
- d. Approve Camp Parsons Invoice -\$3,800 (partially covered with grand funding) (H01)
- e. Accept Run Club donation from Jefferson County Public Health - \$1,000 (H02)
- f. Approve Summer School Leader stipend with June payment (H03)
- g. Reduction in Force – previously approved in March (H04)
 - i. Nicki Wiley
 - ii. Michael Schattenkerk
- h. Accept resignation of Kage Melton, custodian (H05)

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

VII. STATUS OF THE SCHOOL – SUPERINTENDENT'S REPORT

- a. OSPI has not responded to our request for a 60-day extension on the Civil Rights Audit required policy 3211
- b. Small Rural Schools Modernization Grant 2025-2027 funding list –awaiting grant award letter - \$5,566,000 (H06)

- c. February & April 2025 Election Results (H07a & b)
- d. TTK capped at 7 for 2025-2026 school year
- e. Community member, Rhonda Burell worked on our front flower beds!
- f. Brinnon Fire Dept. - having a fundraiser to purchase our AED and provide training
- g. Plumbing update – District purchased a plumbing snake and Joshua Bowers worked on gym restroom with little success.
- h. Summer school
 - i. Date change – first nine school days after school is out, except for Juneteenth
 - ii. Full funding with additional Intensive Tutor funding grant opportunity - 6/30 spending deadline
- i. November school board elections
 - i. Mike Reynolds & Summer Ventura – running unopposed
- j. JCEP- 4:30 – 6:00
 - i. October 27, 2025 – Port Townsend/Chimacum
 - ii. May 18, 2026 – Brinnon/Quilcene
 - iii. Superintendents complimented Jacob Rember's AI presentation as one of our very best meetings
- k. Upcoming dates
 - i. May
 - 1. 23rd - 11am Early Release
 - 2. 26th - No School - Memorial Day
 - 3. 29th - Last Champions after school program
 - 4. 30th - Last Brinnon Tryers 4-H after school program
 - 5. 31st - Saturday Snow Make-up Day, 11am Early Release. One Bus Transportation. TK/K Open House and Kindergarten promotion at 8:30am
 - ii. June
 - 1. 2nd - TK/K/1st/2nd Outdoor Education at Camp Parsons
 - 2. 3rd and 4th - 3rd-8th Outdoor Education at Camp Parsons
 - 3. 5th - 8th Grade Trip to PDZA and lunch
 - 4. 6th - Fun Friday! 11am Early Release
 - 5. 7th - Saturday Snow Make-up Day, 11am Early Release, No Bus Transportation available.
 - 6. 9th - Quilcene Museum of History visits 3rd/4th class
 - 7. 10th - 6:00pm 8th Grade Promotion – board seated on the stage
 - 8. 11th - Field Day
 - 9. 12th - 9:00am last Awards Assembly
 - 10. 13th - LAST DAY OF SCHOOL, 11am Early Release
 - 11. 24th – School Board Meeting – 6:00 p.m.

VIII. EXECUTIVE SESSION

- a. Discuss the performance of a public employee

The executive session is estimated to take 10 minutes. The executive session began at 6:18pm and ended at 6:39pm.

IX. ADJOURNMENT

Mary Fickett made a motion to adjourn the meeting at 6:39pm. Michelle Matheson seconded the motion. Motion carried.

Approval: _____

William Barnet, School Board President

Date: _____

Approval: _____

Patricia Beathard, Secretary to the Board

Date: _____