

**KLICKITAT SCHOOL DISTRICT #402**

**Special Board Meeting Minutes**

**Date:** Thursday, July 10, 2025

**Time:** 5:30 PM

**Location:** Klickitat Community Center – Board Meeting Room

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**1. Call to Order**

The special meeting was called to order at approximately 5:30 PM.

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**2. Flag Salute**

Attendees recited the Pledge of Allegiance.

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**3. Roll Call**

Board members were present. No absences were formally noted in the transcript.

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**4. Agenda Review**

There were no additions or deletions to the agenda.

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**5. Communications**

No public or board member communications or comments were made at this time.

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**6. Personnel**

**a. Employee Status – Action Item**

The Superintendent submitted a letter of resignation, requesting release from their renewable contract.

- **Motion:** A motion was made and seconded to accept the resignation.
- **Action:** Resignation accepted by board consensus.

#### **b. Discussion: Alignment of District Administration for 2025–2026**

- The board discussed options for district leadership moving forward, including:
  - Consulting with ESD 112 and Northwest Leadership Associates.
  - Holding a short special meeting next week to gather input and keep momentum.
  - Considering short-term support from ESD 112 while pursuing long-term leadership.
  - Exploring internal options for leadership, including shared or interim roles.

#### **c. Administrative Contracts – Action/Discussion Items**

##### **Superintendent Contract**

- The board and superintendent agreed that July and August work would be compensated based on timecarded hours rather than a full contract extension. This ensures equitable pay for actual work performed during the transition period.
- The superintendent expressed intent to remain supportive and available for transition work through the end of August.

##### **Principal Contract**

- The superintendent noted that the internal candidate Dan Smith has expressed interest in the principal role for 2025–26.
- The board discussed whether to approve the contract now or table it until the next regular meeting.
- **Consensus:** Principal contract will be considered for action at the regular board meeting on **July 30, 2025**.

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#### **7. Future Planning & Meeting Dates**

- The superintendent will follow up with ESD 112 and Northwest Leadership Associates to coordinate consultation and possibly schedule a special meeting early next week to discuss superintendent search options.
- The **regular July board meeting** was proposed to be moved to **Tuesday, July 30, 2025 at 6:30 PM** in order to meet publication requirements for the budget hearing and allow more time to finalize financial documents.

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#### **8. Closing Comments**



- Board members expressed appreciation for the superintendent's service over the past three years.
- The superintendent reiterated their intent to assist with the transition in any reasonable capacity.

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## 9. Adjournment

The meeting was adjourned at approximately 5:46 PM.

MINUTES REVIEWED AND APPROVED AT July 30, 2025 Meeting

DIRECTOR Travis L. Kessinger

DIRECTOR Ken Templeton

DIRECTOR [Signature]

DIRECTOR [Signature]

DIRECTOR P5 VACANT

SECRETARY [Signature] 7/30/25