

PALOUSE SCHOOL DISTRICT #301

PALOUSE BOARD MEETING

Thursday, June 26th 2025 at 7:00 p.m.

Held via Zoom: <https://us02web.zoom.us/j/93136190220>

I. OPENING OF MEETING:

The Palouse School Board meeting was called to order at 7:00 p.m. by Palouse Board President Jess Smith.

A. ATTENDANCE:

Palouse Board: Jess Smith, Shealyn Holbrook, Tricia Johnson - Zoom then in person at 7:15 p.m., Vanessa Moore - Zoom & Jamie Slocum - Zoom.

Garfield Board: Justin Honocoop - Zoom, John Schaut, Matt Bofenkamp, Ryan Pfaff & Sean Neal - Zoom

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: New Business - Item B. Surplus Kitchen Tilt Skillet and Item C. Surplus International Tractor.

III. CONSENT AGENDA:

A. Accounts Payable:

June Warrant Numbers: 30113651, 30113652, 30113675 - 30113712

1. General Fund:

June - \$52,079.82

2. HS ASB:

June - \$1,210.62

3. Capital Projects:

June - \$27,149.44

4. BMO Payment:

June Wire Transfer - 202100103

June General Fund: \$3,766.43

June Capital Projects: \$48.23

June ASB: \$10,092.64

5. Payroll:

June (Checks) - \$9,596.19

Warrants – 30113653 - 30113659

June (Benefits) - \$89,237.06

Warrants – 30113660 - 30113674

Payroll Electronic Transfer (Direct Deposit) - \$125,312.48

June Direct Deposit Numbers – 9000001304 - 9000001345

Payroll Electronic Transfer Fed W / H & SS - \$43,828.12

June Wire Numbers – 202100102

B. Approval of Minutes: May 22nd, 2025 Joint Board minutes were approved.

MOTION: A motion to approve the Consent Agenda as presented was made by Shealyn Holbrook and seconded by Jamie Slocum. 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. Pre-School Update: ECEAP - No longer serving Palouse, Tuition Increase - \$250 per month, Tuition Waiver - \$200 per month:

Superintendent Jones said that ECEAP removed our slots so we will no longer be participating in ECEAP. We used to have 1 to 4 students but lately it has been less. Also we offer Transitional Kindergarten which was a factor in ECEAP removing our slots. They lost funding so they had to decrease the number of students they could offer their services to. Many small schools in the county are also not participating as their slots were removed as well. We will increase our tuition to help cover some of the costs. We will also have \$200 tuition waivers per month for qualifying families to help with the loss of ECEAP.

MOTION: A motion to accept the Pre-School tuition increase and tuition waiver was made by Shealyn Holbrook and seconded by Vanessa Moore. The motion passed with the following roll call vote:

Aye Jess Smith - Aye Shealyn Holbrook - Aye Tricia Johnson -
 Vanessa Moore - Aye Jamie Slocum - Aye

B. Surplus Kitchen Tilt Skillet - We have had it for about 2 - 3 years and got some good use out of it. We are doing some remodeling in the kitchen. We have someone who is interested in purchasing it. Kelsey is in agreement with surplusng it.

MOTION: A motion to approve excessing the tilt skillet was made by Shealyn Holbrook and seconded by Tricia Johnson. The motion passed with the following roll call vote:

Aye Jess Smith - Aye Shealyn Holbrook - Aye Tricia Johnson -
 Vanessa Moore - Aye Jamie Slocum - Aye

C. Surplus International Tractor - The tractor has been sitting on blocks and not running for a couple of years and we have a new tractor now. We have someone that would like to purchase it.

MOTION: A motion to approve excessing the international tractor was made by Shealyn Holbrook and seconded by Jamie Slocum. The motion passed with the following roll call vote:

Aye Jess Smith - Aye Shealyn Holbrook - Aye Tricia Johnson -
 Vanessa Moore - Aye Jamie Slocum - Aye

V. Reports to the Board:

A. Business Manager - Jeremy Loe presented his financial report. Discussion was had. We had a General Fund balance of \$572,000 on May 31st. We have a 167 FTE. Transitional Kindergarten had a 9.6 FTE and is capped for next year. Our FTE for the year was 177.95, which was good for us. We are using the HMI Grant to update the kitchen. There was a meeting to see what could be purchased with the grant money. We purchased an oven, stove, veggie prep station, sink for dishes and one for hand washing. The project should be complete and paid for by the end of August, in time for school to start. Work has already started in the kitchen. The electrician and plumber can be paid with the grant money as well. Our cash flow for the end of the year is

\$650,000. The budget will be wrapped up in the next month or so but Jeremy will need a one month budget extension for July.

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B. Principal Report - We had our elementary Special Person's Carnival and Lunch on May 22nd. Gar-Pal Track & Field men's team placed 2nd in the State. Brendan Snekvik, Kieran Snekvik, Liam Cook & Isaiah Hightree were the State Champs in the Men's 4 X 400 relay. The Lady Vikings placed 3rd. Kyra Brantner was the State Champion in the 100 & 200 meter, Long Jump and Triple Jump. All of our teams combined placed 5th in the division 1B WIAA Scholastic Cup. We are proud of our scholar athletes. The senior trip to Wallow Lake was a great success and fun was had by all. Special thank you to Hua Ming Newman for not only driving the bus but helping to chaperone as well. There was also an AV trip to Yellowstone National Park. Seniors Landon Orr and Nicholas Meeuwsen attended this trip. Our graduation for the Class of 2025 was held on June 7th. 19 Seniors graduated. \$38,250 was awarded in scholarship money from the Garfield - Palouse Community. We want to thank the communities for their generous donations to our students. Thank you to Palouse Board President Jess Smith and Garfield Board member Matt Bofenkamp who represented the Boards this year at graduation. Thank you also to Diane Mylett for her countless hours she puts into assisting students to secure the scholar opportunities. The Oakesdale Masonic Hall generously donated a bike to both Garfield and Palouse schools. We also give another one to our elementary students who meet a reading goal. This way we can give a bike and helmet to both a primary and intermediate student. Jase Johnson and Neiva Silbernagel won the bikes and a lunch with Superintendent Jones. We also had our annual Field Day with popsicle treats after. We had a hallway bubble walk for our 5th grade students as they will be transitioning to middle school in Garfield.

C. Superintendent Report - We are working on our kitchen updates. Cabinets have been demolished and a wall was pulled out. This is part of Phase 2 of the kitchen updates which will be done with Apollo. Just getting a jump on the work. We are finishing up the barn and have many lambs up there. Ryan Burtchett and Glory Dickerson were at the Ag. Conference this last weekend. A group of people came out and toured our facilities and the barn. Brian Lentz and crew are working on finish work around the school. They were painting doors and touching up walls and finishing off some projects. The solar panels have been put on the main building. We are looking at putting a second set on the gym. We would receive a buy back for that as well. We are partnering with WSU and should be putting that in at the end of the year. He would like to thank Principal Krause-Ayers for a great graduation and end of the year.

Working with ESD on some professional development that we can do with Garfield staff as well.

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ADJOURN: A motion to adjourn the meeting at 7:23 p.m. was made by Tricia Johnson and seconded by Shealyn Holbrook.

Board Chairman: _____

Superintendent: _____

GARFIELD SCHOOL DISTRICT #302
REGULAR BOARD MEETING

Thursday, June 26, 2025
Held in the Palouse Library

I. OPENING OF MEETING:

The Garfield School Board meeting was called to order at 7:23 p.m. by Board Member Matt Bofenkamp.

A. ATTENDANCE:

Garfield Board: Ryan Pfaff, John Schaut, and Matt Bofenkamp
Sean Neal and Justin Honcoop by zoom.
Palouse Board: Jessica Smith, Shealyn Holbrook, and Tricia Johnson.
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
Garfield Business Manager Valerie Wagoner via zoom
Guests: Community Members, staff and students

B. REQUEST TO ADDRESS THE BOARD: Many members of the community, staff and students came in today to voice their concerns over the non-renewal of the history teacher. Please see the recording on the school website.

Matt Bofenkamp: I want the community to know that we as a board listened, absorbed, and evaluated all the comments that we have received. No one on the board chooses to have to be put in a position to take any sort of personnel action. No superintendent chooses to have to be put in this position to take any personnel action. It is not something that you hope for when you hire somebody, and it is not something that you hope for at all in a teacher. You want to hire someone that you hope to want to make a career in your building. There have been questions about the non-renewal, and this is public information as well in that Mr. Taylor is a probationary employee. There is a specific set of rules and procedures that have to be followed when addressing non-renewal. Just to clarify for the community and fellow board members, that throughout this process we have been involved with legal council to make sure all proper RCW's are being followed, all proper procedures are being followed, and we are legally within the bounds of that CBA as far as the action that was being taken. The recommendation for non-renewal to the board – the reasons for non-renewal include the repeated use of inappropriate instructional or school related materials with students, use of inappropriate language in the classroom, and failure to make sufficient progress in these same two areas. That is the reason for non-renewal. At the end of the day, it is important that we and the board, and the administrator, provide accountability within the district and within the faculty.

Justin Honcoop: I would like to add that I have received multiple reference materials from other members of our community as well that wish to remain anonymous in support of this non-renewal. I have also received emails for support to not non-renewing Mr. Taylor. I would like to add, with regards to Mr. Mullendore's comment, I was in contact with the Palouse Board and the administration whether this should be a joint matter ultimately, but through those discussions it was determined that this would stay as a Garfield matter only, in that Mr. Taylor was hired solely as a Garfield employee. However, looking forward, and Jess and I will talk about this at our next meeting, that we are going to rediscuss our cooperative agreement to see how this better aligns. We are going to make steps forward.

II. CHANGES TO THE AGENDA: None

III. CONSENT AGENDA:

A. Accounts Payable:

a. General Fund:

June - \$76,220.74

Warrants: 30212102-30212103, 30212105-30212142

June - \$1,307.30

Warrants: 30212098

June - \$26,339.48 (Purchase of 2020 Ford Explorer)

Warrant: 30212101

June - \$22,204.59 (Purchase of 2017 Ford Explorer)

Warrant: 30212143

June - \$7,525.00 (BMO Harris)

Wire Transfer #: 0202100150

June - \$327.41 (State Bank Visa)

Warrant: 30212100

b. Capital Projects:

June – 628,304.53 (Apollo)

Warrants: 30212104

c. ASB Fund:

June – None.

d. Transportation Vehicle Fund

June - None

e. Payroll:

June (Checks) - \$8,933.44

Warrants – 30212144-30212151

June (Benefits) - \$74,382.88

Warrants – 30212152-30212162

Payroll Electronic Transfer (Direct Deposit)

June - \$120,973.12

Payroll Electronic Transfer Fed W/H & SS

June - \$41,893.11

B. Approval of Minutes:

a. May 22, 2025

C. Consider Ratification: Certified Contracts for 2025-2026 academic year: Teresa Kerns, Elizabeth McPherson, Kim Kirsch, Philip Weagraff, Daniel Kallagher, Joey Reed, Nate Holbrook, Joel Stevens, Bailey Pfaff, Kasey Kampster, and Andree Marcus-Rader.

D. Consider Ratification: 2025-2026 Speech & Language Services, TalkPath Live Clinic Service Agreement.

E. Consider Ratification: 2025-2026 Physical Therapy Services – Gritman Memorial Center Inc.

F. Consideration Ratification: 2025-2026 Contract for Professional Services – Palouse River Counseling Center.

G. Consideration Ratification: Cooperative Agreement – Washington State University College of Education - Field Related Experiences.

H. Consideration Ratification: Contract for NEWESD101 Professional Services – Food Service.

I. Consideration Ratification: Non-Renewal of Charlie Taylor.

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

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

IV. OLD BUSINESS: None.

V. NEW BUSINESS:

- A. Consideration/Approval: Approve \$12,184.70 for additional day of nursing services per week.

MOTION: A motion to approve \$12,184.70 for additional day of nursing services per week was made by Justin Honcoop and seconded by Sean Neal. The motion passed with the following roll call vote:

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

VI. REPORTS:

A. Superintendent Report

Brett Agenbroad: We had a food service audit this spring and unbeknownst to Stevie Pfaff, our Food Service Director, and Jennifer Bonifas, our Cook, the ESD 101 auditors put them in for an award. It is the Healthy Meal Incentive Award, and it is based on program equality and accounting. Mrs. Pfaff and Mrs. Bonifas won that award and they will be going on an all-expense paid training to Las Vegas this fall. So, we just want to acknowledge their good work.

Our painting contractor started painting the day after school got out. They have done quite a bit of prep work. We have agreed to pay quarterly as they get 25% of the work done and I will authorize payment for 25% and we will proceed that way until 100% of the work is done.

I have not spoken with Renstrom Homes on the irrigation but that will, as well as landscaping, in July.

Our custodian Trish has pretty much finished sanitizing the elementary wing, carpets have been cleaned, all surfaces cleaned.

We did an asbestos abatement to one of our classrooms and that is completely done. They have done the air quality test and that has passed. We are now just waiting to have Parr Projects come in and put in the new subfloor and carpet.

As it was mentioned in the Palouse meeting, we did do books for bikes and the next day Andree Marcus-Rader repeated our bike rodeo which has been a huge hit.

We finished the year with field day for the elementary and pool parties for the elementary and middle school, and the Silverwood trip for the 8th graders. It was a good ending to the year.

Justin Honcoop: I would like to thank Brett Agenbroad for his three years of service here. I know this is your last meeting and I wish you the best and thank you for taking such good care of our school.

ADJOURN: With there being no further business, John Schaut moved, Ryan Pfaff seconded to adjourn the meeting at 8:21 p.m.

Board Chairman _____

Superintendent: _____

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

Thursday, June 26th, 2025 at 8:30 p.m.

Held via Zoom: <http://us02web.zoom.us/j/83136190220>

I. OPENING OF MEETING:

The Joint School Board meeting was called to order at 8:30 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.

Garfield Board: Justin Honcoop via Zoom, John Schaut, Matt Bofenkamp & Ryan Pfaff.

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: Change Item IV. A from Action to Information.

III. CONSENT AGENDA:

A. Approval of Minutes: May 22nd, 2025 Joint Board minutes were approved.

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

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

IV. OLD BUSINESS:

A. Policy 3510 (2nd Reading): Associated Student Bodies and Student Clubs. Superintendent Brett Agenbroad said that language needs to be added about clubs that will not be doing fundraising. Verbiage along this line will be added to the Policy. The Board will move to action during the next meeting. Superintendent Agenbroad will email Board members a copy of the policy as it stands now.

VI. NEW BUSINESS:

- A. Resignation:** Cody Kritzech - HS Cross Country Assistant Coach, Corey Laughary - MS Cross Country Coach, Glory Dickerson - HS Ag Teacher.

MOTION: A motion to approve the resignations of Cody Kritzech, Corey Laughary and Glory Dickerson was made by Matt Bofenkamp and seconded by Shealyn Holbrook. The motion passed with the following roll call vote:

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

- B. Hire:** Shealyn Holbrook for the position of High School Assistant Volleyball Coach.

MOTION: A motion to approve the hiring of Shealyn Holbrook for High School Assistant Volleyball coach was made by Matt Bofenkamp and seconded by Ryan Pfaff. The motion passed with the following roll call vote:

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

- C. Food Service - Lunch Price Increases:** Middle School lunch prices will increase to \$3.70 and High School prices will increase to \$3.85. The increase is due to the cost of everything going up in price. Stevie Pfaff said that the State sets the prices and we are required to follow the guidelines. This is the minimum we could charge. We could increase the cost but the schools have decided against that.

MOTION: A motion to increase the lunch prices of the middle school and the high school was made by Shealyn Holbrook and seconded by Tricia Johnson. The motion passed with the following roll call vote:

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

V. Adjournment: A motion to adjourn was made at 8:39 p.m. by Ryan Pfaff and seconded by Tricia Johnson.

Board Chairman: _____

Superintendent: _____

Board Chairman: _____

Superintendent: _____