

**GARFIELD SCHOOL DISTRICT #302
REGULAR BOARD MEETING**

Thursday, July 24, 2025

Held in the Garfield Library

I. OPENING OF MEETING:

The Garfield School Board meeting was called to order at 7:08 p.m. by Board Chair Justin Honcoop.

A. PLEDGE OF ALLIEGENCE.

B. ATTENDANCE:

Garfield Board: Ryan Pfaff, Justin Honcoop, John Schaut, and Matt Bofenkamp
and Sean Neal

Palouse Board: Jessica Smith, Shealyn Holbrook, Tricia Johnson, and Jamie Slocum.

Also Present: Garfield Superintendent/Principal Tom Korst
Palouse Superintendent Mike Jones
Palouse Principal Sandra Krause-Ayers
Administrative Assistant Debbie Anderson – Recorder
Palouse Secretary Shyra Hallan
Garfield Business Manager Valerie Wagoner
Guests: Community Members, staff and students

C. REQUEST TO ADDRESS THE BOARD: None.

II. CHANGES TO THE AGENDA: None.

III. CONSENT AGENDA:

A. Accounts Payable:

a. General Fund:

July - \$78,808.18

Warrants: 30212173, 30212175-30212193, 30212195, 30212197-30212205,
30212207-30212209.

July - \$1434.03

Warrants: 30212170-30212171

July - \$-1,332.09 (Voided Check)

Warrant: 30211086

July - \$4,554.40 (BMO Harris)

Wire Transfer #: 0202100155

b. Capital Projects:

July - 277,039.91

Warrants: 30212172, 30212174, 30212194, 30212196, 30212206.

c. ASB Fund:

July - \$288.77 (BMO Harris)

Wire Transfer #: 0202100155

d. Transportation Vehicle Fund

July - \$ None

e. Payroll:

July (Checks) - \$103,592.97

July (Checks) - \$-14,269.59 (Voided Check)

Check #: 9000001147

July (Direct Deposit) - \$12,286.02
July (Benefits) - \$71,347.97
Warrants – 30212222-30212232
July (Benefits) - \$2,377.81
Warrants – 30212163-30212169
Payroll Electronic Transfer (Direct Deposit)
July - \$2078.13
July (Direct Deposit) - \$12,286.02

Payroll Electronic Transfer Fed W/H & SS

July - \$34,552.12
Department of Retirement: (contribution correction)
July - \$-576.15
Wire Transfer #: 0202100154

B. Approval of minutes:

a. June 26, 2025

C. Oath of Office: Tom Korst

Justin Honcoop administered the Oath of Office to Superintendent/Principal Tom Korst. Tom Korst signed the official paperwork.

D. Certificate of Manual Signature – Tom Korst

E. Resolution 256: Authorization of Facsimile Signature – Tom Korst

F. Resolution 257: Authorization of Warrant Signature – Tom Korst

G. Resolution 258: Authorization of Invest Funds – Tom Korst

H. Resolution 259: Designation of District Agent – Tom Korst

G. Resolution 260: Designation of Auditing Officers – Tom Korst

I. Resolution 261: Appointment of District Claims Agent – Tom Korst

J. Resolution 262: Certified Signatures of District Personnel Authorized to sign school Construction Project Documents. – Tom Korst

K. Resolution 263: Budget Extension

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

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

IV. OLD BUSINESS: None.

V. NEW BUSINESS:

A. Resolution 264: Adoption of 2025-2026 Fiscal Budget.

MOTION: A motion to approve Resolution 264 – adoption of 2025-2026 Fiscal Budget was made by Matt Bofenkamp and seconded by Sean Neal.

The motion passed with the following roll call vote:

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

VI. REPORTS:

A. Business Manager Report: Valerie Wagoner gave the financial report to the board members.

B. Superintendent Report

Tom Korst thanked the board for getting the school painted. It looks great! The awnings will be moved from the band room out to the elementary area to fix some of those areas that are broken and then will put new awnings by the band room.

The office and one of the classrooms got new carpet. The science room has a couple areas of leaks, and we are getting that looked at and repaired.

We received \$40,000 planning grant, and the five million facilities grant has come through and we are getting a meeting schedule with Apollo to sit down and look at the prioritized list.

You have all been very welcoming and I appreciate that very much.

ADJOURN: With there being no further business, Sean Neal moved, Ryan Pfaff seconded to adjourn the meeting at 7:16 p.m.

Board Chairman _____

Superintendent: _____

PALOUSE SCHOOL DISTRICT #301

PALOUSE BOARD MEETING

Thursday, July 24th 2025 at 7:17 p.m.

Held via Zoom: <https://us02web.zoom.us/j/81344419472>

I. OPENING OF MEETING:

The Palouse School Board meeting was called to order at 7:17 p.m. by Palouse Board President Jess Smith.

A. ATTENDANCE:

Palouse Board: Jess Smith, Shealyn Holbrook, Tricia Johnson & Jamie Slocum. Vanessa Moore did not attend.

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

Also Present: Palouse Superintendent Mike Jones
Palouse Principal Sandra Krause-Ayers
Palouse Business Office - Jeremy Loe
Palouse Secretary Shyra Hallan
Garfield Superintendent/Principal Tom Korst
Garfield Business Office - Valorie Wagoner
Garfield Administrative Assistant Debbie Anderson
Palouse Secretary Shyra Hallan

Guests: Community members

B. REQUEST TO ADDRESS THE BOARD: None

II. CHANGES TO THE AGENDA: Strike the Principal's Report. Add New Business D. Surplus old ovens.

III. CONSENT AGENDA:

A. Accounts Payable:

July Warrant Numbers:

1. General Fund:

July - \$

2. HS ASB:

July - \$

3. Capital Projects:

July - \$

4. BMO Payment:

July Wire Transfer -

July General Fund: \$

July Capital Projects: \$

July ASB: \$

5. Payroll:

July (Checks) - \$

Warrants –

July (Benefits) - \$

Warrants –

Payroll Electronic Transfer (Direct Deposit) - \$

July Direct Deposit Numbers –

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

July Wire Numbers –

B. Approval of Minutes: June 26th, 2025 Joint Board minutes were approved.

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

Jess Smith - Aye

Shealyn Holbrook - Aye

Jamie Slocum - Aye

Tricia Johnson - Aye

IV. Reports to the Board:

A. Business Manager - Our fund balances at the end of June for the General Fund was \$482,000 and Capital Projects is at \$261,000. Our FTE is higher than was budgeted for. We had less enrollment for TK than we thought and had some extra on special education. Work is being done in the kitchen. The new ovens came in but we are still waiting

on the stove. The modernization grant will help pay for that. We are working on getting the \$27,922 in tax credit from the IRS. The state gave us \$177,000. We were funded \$355,844 which was the cost of the project so there was no cost to the tax payers. MSOCK came in higher than expected due to a 12% insurance increase. The deficit is at \$30,000. The Levi will help offset the deficit on places not funded completely. The Levi passed last fall at \$475,000. There was more discussion at the work session that was held before the meeting.

B. Principal Report - Strike

C. Superintendent Report - We have several projects going on with the kitchen being the biggest. The HMI grant went out. A big thank you to Kelsey Blair, Brian Lentz and his crew. The Solar Project will be done at no cost to us. An energy analysis is being done. We should get a good idea of cost savings from the analysis. ZIN with WSU has identified additional solar panels sets to go on the upper building. We were approved for that with their company and Avista. If we are approved, we will be looking at a Spring installation. Brian and crew have been working on touching up paint on the walls and doors. Teachers have been in today working on their classrooms. They are excited to get back to school. Also a big welcome to Garfield Superintendent/Principal Tom Korst. We welcome him to the team.

IV. New Business:

A. Resolution 271 - Update County Signors - This will allow Jeremy Loe, our Business Manager, to sign for us. There are no changes to the last one, but they wanted an updated one on file.

MOTION: A motion to pass Resolution 271 was made by Shealyn Holbrook and seconded by Jamie Slocum. A unanimous approval of Resolution 271 was made with the following roll call vote.

Jess Smith - Aye

Shealyn Holbrook - Aye

Jamie Slocum - Aye

Tricia Johnson - Aye

B. Resolution 272 - Budget Extension for this year - This was covered in the working session.

MOTION: A motion to pass Resolution 272 was made by Shealyn Holbrook and seconded by Jamie Slocum. A unanimous approval of Resolution 272 was Made with the following roll call vote.

Jess Smith - Aye
Jamie Slocum - Aye

Shealyn Holbrook - Aye
Tricia Johnson - Aye

C. Resolution 273 - Budget Adoption - Resolution 273 is about adopting next year's budget.

MOTION: A motion to pass Resolution 273 was made by Jamie Slocum and seconded by Shealyn Holbrook. A unanimous approval of Resolution 273 was made with the following roll call vote.

Jess Smith - Aye
Jamie Slocum - Aye

Shealyn Holbrook - Aye
Tricia Johnson - Aye

D. Approve the surplus of the two old kitchen ovens - The ovens are in working condition but not great.

MOTION: A motion to approve the surplus of the old kitchen ovens was made by Shealyn Holbrook and seconded by Jamie Slocum. A unanimous approval to surplus the old kitchen ovens was made with the following roll call vote.

Jess Smith - Aye
Jamie Slocum - Aye

Shealyn Holbrook - Aye
Tricia Johnson - Aye

ADJOURN: A motion to adjourn the meeting at 7:27 p.m. was made by Jamie Slocum and seconded by Shealyn Holbrook.

Board Chairman: _____

Superintendent: _____

**GARFIELD SCHOOL DISTRICT #302
PALOUSE SCHOOL DISTRICT #301
REGULAR JOINT BOARD MEETING**
Thursday, July 24, 2025
Held in the Garfield School Library

I. OPENING OF MEETING:

The Garfield-Palouse Joint Board meeting was called to order at 7:28 p.m. by Garfield Board Chair Justin Honcoop.

A. ATTENDANCE:

Garfield Board: Justin Honcoop, Ryan Pfaff, Matt Bofenkamp, John Schaut,
and Sean Neal

Palouse Board: Jessica Smith, Tricia Johnson, Shealyn Holbrook, and Jamie Slocum.
Excused: Vanessa Moore

Also Present: Garfield Superintendent/Principal Tom Korst
Palouse Superintendent Mike Jones
Palouse Principal Sandra Krause-Ayers
Administrative Assistant Debbie Anderson - Recorder
Secretary Shyra Hallan

Guests: Community members

B. REQUEST TO ADDRESS THE BOARD: None.

II. CHANGES TO THE AGENDA: None.

III. CONSENT AGENDA:

A. Approval of Minutes: June 26, 2025

B. Ratification: Jordyn Cook – Middle School Social Studies Teacher

MOTION: A motion to accept the Consent Agenda was made by Jessica Smith and seconded by Sean Neal. The motion passed with the following roll call vote:

Jessica Smith – Aye	Ryan Pfaff – Aye
Jamie Slocum - Aye	Matt Bofenkamp – Aye
Tricia Johnson – Aye	Justin Honcoop - Aye
Shealyn Holbrook - Aye	John Schaut – Aye
	Sean Neal - Aye

IV. OLD BUSINESS:

A. 2nd Reading of Policy 3510

Jessica Smith: I think we are good.

Matt Bofenkamp: We have had this for a couple of meetings now so I would just look for adoption.

MOTION: A motion to approve Policy 3510 was made by Sean Neal and seconded by John Schaut. The motion passed with the following roll call vote:

Jessica Smith – Aye	Ryan Pfaff – Aye
Jamie Slocum - Aye	Matt Bofenkamp – Aye
Tricia Johnson – Aye	Justin Honcoop - Aye
Shealyn Holbrook - Aye	John Schaut – Aye
	Sean Neal - Aye

B. Establish Safety Meeting.

Justin Honcoop: Is this to establish another safety meeting?

Mike Jones: I think Jamie and Justin were involved with these meetings so just establishing a date to get together and kind of go over just where we are at and visit on that. Maybe sometime before school starts.

After further discussion, it was decided to have a meeting on August 14, 2025, at 5:30 p.m. in the Palouse Library.

V. NEW BUSINESS:

1) Consideration of reviewing cooperative agreement process.

Justin Honcoop: I think the last couple of months have brought up some areas with questions regarding how these things apply with our cooperative agreement. For example, how does the hiring and firing of cooperative teachers actually work. Discussion followed. The board members, along with administration, will review this and bring it back to the August meeting for a 2nd reading. Jess Smith commented that there are a few other items that may need to be clarified and asked if that would also be good to bring up, and it was agreed upon to do so.

VI: SUPERINTENDENT REPORTS:

Tom Korst: I appreciate having a conversation about collaborating on our cooperative.

Mike Jones: We met Tuesday for several hours and we had good discussions. I think both of us have spoken regarding bringing people together and the collaborative component of it. What we are looking at in those initial days, and moving forward in the school year, and we are starting to formulate a plan. Sandra has been able to be involved in part of that, and she and Tom will be getting together in the next week or so. The 25th is our first LID day with staff and the first part of that will be joint staff together and then we will break out into individual groupings in the buildings, and then the students show up on the 27th.

Justin Honcoop: We have identified Saturday, August 16th, to have a BBQ for our communities to come and meet the new superintendent, around 4:30 in the evening.

Mike Jones: Just as an update, and we talked to Tom a little bit today about this, we did have Ms. Dickerson leave at the end of June and we opened that position and we opened the position the first of July. We have received a candidate, and a couple of inquiries now, and we will be looking to set up interviews here in the next few weeks.

ADJOURN: John Schaut moved, Jess Smith seconded to adjourn the Garfield-Palouse Joint Board Meeting at 7:48 p.m.

Garfield Board Chairman: _____

Garfield Superintendent: _____

Palouse Board Chairman: _____

Palouse Superintendent: _____