

BOARD MEETING
Tuesday, October 28, 2025 at 6:30pm
MINUTES

I. REGULAR MEETING CALLED TO ORDER – Roll Call, Flag Salute

Attendance: Michelle Matheson, Mike Reynolds, Summer Ventura, Mary Fickett, Rhonda Burell 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.

- Tirzah Small spoke against individualized bathrooms.

- Trey Beathard gave his many years of experience of patrolling restrooms and spoke for the individualized bathrooms.

- Summer Ventura spoke on the last meeting audience participation.

III. APPROVAL OF AGENDA (H000)

Mary Fickett made a motion to approve the agenda as presented. Rhonda Burell seconded the motion. Motion carried.

IV. APPROVAL OF MINUTES

I. September 30, 2025 Regular Meeting Minutes (H000.1)

Mary Fickett made a motion to approve the September 30, 2025 minutes. Michelle Matheson seconded the motion. Motion carried.

V. FINANCIAL REPORT

I. Budget Status Report (H001)

II. Cash Flow Spreadsheet (H002) - Not available

III. AP Invoice Spreadsheet (H003)

IV. Enrollment (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 10/31/25 warrant numbers 4650650–4650654 in the amount of \$34,867.69 and Employee payroll warrant numbers 4630102–4630103, for \$1,280.75, were approved.

- I. Approve Payroll: September 2025, Final: \$121,599.43
- II. Approve Accounts Payable Vouchers:

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

Fund	Date	Voucher Numbers	Purpose	Amount
General	10/14/25	#4602567–4602570	Early payments due	\$1,754.93
General	10/22/25	#4650648–4650649	Qtrly PFML, WaCares	\$3,135.73
General	10/24/25	#9000001597–9000001602	ACH Payments	\$4,893.47

Approve AP Vouchers releasing this month:

General	10/28/25	#201900061	3 rd Quarter Comp Tax (Wire)	\$ 252.63
General	10/29/25	#4602571–4602593	Regular payments	\$24,390.86

Pre-approve for release before next Board meeting:

General Fund: General Fund early AP Vouchers for next month: phones, utilities, copier lease, Amazon Capital, credit card, F2S-produce & delivery fees, process ACH reimbursements & payments (including OESD, 6,650+), 11,000.

- III. Approve Payroll: October 2025, final: \$121,147.28
- IV. Addition of 1 Reading Corps Member - \$7,000
- V. Approve WASBO Conference, May 13-15, Tacoma, plus \$1,000 (hotel, mileage, parking)
- VI. Second Read - Policy 3231 – Student Records (H01)
- VII. Second Read – Policy 3421 - Child Abuse, Neglect and Exploitation Prevention (H02)
- VIII. Second Read – Policy 4020 – Confidential Communications (H03)
- IX. Second Read – Policy 4040 – Public Access to District Records (H04)
- X. Second Read – Policy 5253 - Maintaining Professional Staff/Student Boundaries (H05)
- XI. Second Read - Policy 6210 - Purchasing: Authorization and Control (H06)

Mary Fickett made a motion to accept the consent agenda as presented with the exception of VII. Second Read – Policy 3421 – Child Abuse, Neglect and Exploitation Prevention which will be held for review by the board. Rhonda Burell seconded the motion. Motion carried.

VII. Action Item with Board Discussion

- I. Approve grant-funded restroom layout – Concept A – individual toilets (H07)

Mary Fickett made a motion to approve the grant funded restroom layout concept A with concept B sink configuration, if possible. Michelle Matheson seconded the motion. Mike Reynolds and Rhonda Burell Nay. Motion carried.

VIII. Action Item with Board Discussion

- I. Approve 2027 & 2028 levy authority (H08)

Rhonda Burell made a motion to approve setting the requested levy amount for 2027 as \$403,769 & for 2028 as \$427,309 levies, the maximum amount the levy calculator allows for projected enrollment. Mike Reynolds seconded the motion. Motion carried.

IX. STATUS OF THE SCHOOL – SUPERINTENDENT’S REPORT

- I. State guidelines for school board director oath of office (H09)
- II. Outdoor Education Funding – approximately \$6,000 (dependent on 5th/6th grade enrollment)
- III. Grant applications being considered
 - i. Urgent Repair – due 11/12/25
 - ii. Healthy Kids, Healthy Schools - \$200,000 limit - due 1/7/26
 - iii. Infrastructure - \$500,000 limit – due 5/30/26
- IV. Brinnon Youth Club grant awarded (thank you, Mike Reynolds) - \$6,170
 - i. Run Club
 - ii. Flag Football
 - iii. “Get Going Club” - outdoor activities, drama, cooking, etc.
 - iv. CNC (Computer Numerical Control)
- V. PTO Fall Festival Report
- VI. Upcoming Dates
 - i. Oct 29 8:00am Picture Retakes
 - ii. Nov 5, 6, 7 11am Early Release for Parent Teacher Conferences
 - iii. Nov 11 No School – Veteran's Day

Superintendent Patricia Beathard gave the status of the school.

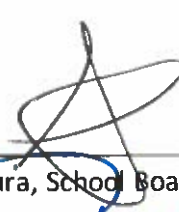
X. BOARD MEMBERS REPORTS

- I. JCEP (Jefferson County Educational Partnership) report
 - Summer Ventura – the State Representatives were in attendance
 - Michelle Matheson – first time attending, appreciated knowing we are not alone in the struggle.

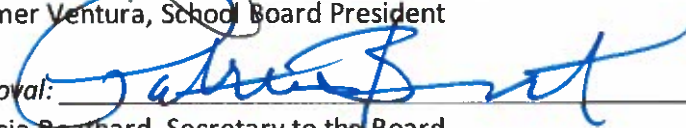
XI. ADJOURNMENT

Mary Fickett made a motion to adjourn the meeting at 7:48pm. Michelle Matheson seconded the motion. Motion carried.

Next meeting to be held Tuesday, November 18, 2025 at 6:00pm in the Library.

Approval: 
Summer Ventura, School Board President

Date: 11/18/25

Approval: 
Patricia Beathard, Secretary to the Board

Date: 11/18/25