

SCHOOL BOARD MEETING

Tuesday, January 27, 2026 at 6:00pm

MINUTES

- I. REGULAR MEETING CALLED TO ORDER at 6:03pm – Roll Call, Flag Salute
All regular and special meetings of the board at which a final action is taken or formal public testimony is accepted, except executive sessions or emergency meetings, will be audio recorded.

Attendance: Michelle Matheson, Mike Reynolds, Summer Ventura, Mary Fickett, Rhonda Burell and non-voting Secretary to the Board: Superintendent Patricia Beathard

- II. SUPERINTENDENT STATEMENT
III. CONGRATULATORY VIDEO MESSAGE FROM OSPI (Office of the Superintendent of Public Instruction).

Brinnon School was one of four schools in the state of Washington that had the highest achievement and growth. Brinnon School received a plaque, banner and \$5,000.

IV. 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.

- *Rhonda Burell spoke as a community member and shared Proverbs 3:5-6*
- *Tirzah Small spoke against the bathroom remodel and suggested getting student input on the subject*

V. APPROVAL OF AGENDA (H000)

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

VI. APPROVAL OF MINUTES

- I. December 16, 2025 Regular Meeting Minutes (H000.1)

Mary Fickett made a motion to approve December 16, 2025 regular minutes. Michelle Matheson seconded the motion. Motion carried.

VII. FINANCIAL REPORT

- I. Budget Status Report - Cash Basis - 260116 (H001)
Budget Status Report – Fund Bal – 260116 (H001a)
- II. Cash Flow Spreadsheet (H002)
- III. AP Invoice Spreadsheet (H003)
- IV. Enrollment (H004)

Debi Johnson gave the financial report.

VIII. 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, 1/30/26 Payroll Vendor warrant numbers 4650667–4650671 in the amount of \$35,013.08 were approved. There were no Employee payroll warrants.

- I. Approve Payroll: December 2025, Final: \$ 117,854.28
- II. Approve Accounts Payable Vouchers:

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

Fund	Date	Voucher Numbers	Purpose	Amount
General	1/15/26,	#4602641–4602645,	“early” Pymts	\$ 1,274.34
General	1/26/26,	#4650665–4650666,	2025 Qtr4 PFML & WaCares Pymts,	\$ 3,290.83

AP Vouchers releasing this month:

General	1/28/26,	#201900062,	Qtr 4 Comp Tax wire transfer	\$ 51.52
General	1/28/26,	#9000001690–9000001693,	ACH Payments	\$ 3,461.44

Pre-approve for release before next Board meeting:

General	1/29/26,	#4602646–4602666,	Regular payments,	\$17,188.78
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General Fund: General Fund early AP Vouchers for next month: phones, utilities, copier lease, Amazon Capital, credit card, F2S-produce & delivery fees, ACH reimbursements & payments (including OESD, est. 5,000)

- III. Approve Payroll: January 2026, est.: \$116,069.13
- IV. TPEP/Student Growth Stipend (H01)
- V. Approve moving the Revolving Fund and Clearing Account to First Security Bank and establish a VISA credit card account in the amount of \$10,000.

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

- IX. ACTION ITEM WITH DISCUSSION – Apollo representative will join us - Scott Lewis, Business Development Manager
 - I. Phase III FIMs Scope of Work (H02)
 - II. Review of Apollo energy service proposal with Apollo representative (H03a-f)
 - III. Approve permission to move to approve contract after DES (Department of Energy Services) review is complete
 - i. DES review is complete and approved as of 1/27/26
 - ii. Mike Reynolds commented that he is still against the restroom design.
 - iii. Rhonda Burrel commented that she is still against the restroom design.

Mary Fickett made a motion to approve permission to move to approve contract. Michelle Matheson seconded the motion. Mike Reynolds and Rhonda Burrel were nay. Motion carried.

- X. LEVY UPDATES
 - I. Recent community talks
 - i. Emerald Towns Alliance – 1/12 at 5:30 at Community Center
 - ii. VFW/Booster Club – 1/20/26 @ 7:00 @ Booster Club
 - II. Early results are often released on Jefferson County Elections site the evening of February 10. Certified Official Results will be posted by 4:00 p.m. on February 20.

Superintendent Beathard gave the levy update.

- XI. STATUS OF THE SCHOOL – SUPERINTENDENT’S REPORT
 - I. Lucia Carafas voted 1st Place for Best Teacher/Location in Jefferson County by the readers of the Peninsula Daily News in 2025 (H04)
 - II. Playground Inspection conducted by the Jefferson County (H05)
 - i. The three play tires will need to be removed
 - III. Healthy Kids, Healthy Kids Grant application submitted 1/7/26
 - i. Convert basketball court to a sports court
 - IV. Urgent Repair Grant – stage ceiling and back wall repair - not selected
 - V. Thank you to Jefferson Transit for the covered bus stop (H card)
 - VI. HB 1296 updates (H06)
 - VII. Governor’s Budget Proposal (H07)
 - VIII. Debi & Trish are attending the WASBO (Washington Association of School Business Officials) Financial Series (Zoom presentation). We attended the first session of six sessions on Monday 1/25/26
 - IX. Upcoming Dates

- i. Feb 4 100th Day of School (big deal in elementary classes)
- ii. Feb 6 9:00am Quarterly Awards Assembly
- iii. Feb 12 3rd/4th class Field Trip to release Coho salmon
- iv. Feb 16-20 No School for Presidents Day & Midwinter Break
- v. March 25 at noon – Beathard speaks at Kiwanis meeting

Superintendent Beathard gave the status of the school update.

XII. BOARD MEMBERS REPORTS

No reports given.

XIII. EXECUTIVE SESSION

- I. Discuss the performance of a public employee

The executive session is estimated to take 20 minutes. The executive session began at 6:58pm and ended at 7:12pm.

XIV. ADJOURNMENT

Rhonda Burell made a motion to adjourn the meeting at 7:17pm. Mary Fickett seconded the motion. Motion carried.

Next regular meeting to be held Tuesday, February 24, 2026 at 6:00pm in the Library, with a budget workshop to be held at 5:00pm.

Approval: _____
Summer Ventura, School Board President

Date: 2/24/26

Approval: _____
Patricia Beathard, Secretary to the Board

Date: 2/24/26