

BOARD MEETING

Tuesday, November 19, 2024 at 6:00pm

MINUTES

I. REGULAR MEETING CALLED TO ORDER at 6:02pm – Roll Call, Flag Salute

Attendance: Bill Barnet, Summer Ventura, Michelle Matheson, and non-voting Secretary to the Board: Superintendent Patricia Beathard

II. AUDIENCE PARTICIPATION/AGENDA ITEMS - Agenda items are welcome, but depending on time, these issues are at the discretion of the board chairperson as to whether or not they are added to the agenda. At the conclusion of our meeting, audience members will have the opportunity to address items not on the agenda. The board encourages constructive and solution-oriented comments.

III. APPROVAL OF AGENDA (H000)

Superintendent Beathard requested the removal of second read of policy 3211 from this month's agenda and have it placed on the December agenda.

Michelle Matheson made a motion to approve the agenda as presented with the removal of second read of policy 3211. Summer Ventura seconded the motion. Motion carried.

IV. APPROVAL OF MINUTES

a. October 22, 2024 Meeting Minutes (H000.1)

Summer Ventura made a motion to approve the August 27 minutes as presented. Michelle Matheson seconded the motion. Motion carried.

V. FINANCIAL REPORT

- a. Budget Status Report (H001)**
- b. Cash Flow Spreadsheet (H002)**
- c. AP Invoice Spreadsheet (H003)**
- d. Enrollment Report (H004)**

Financial report given by Debi Johnson.

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 warrant numbers 4650585–4650591 in the amount of \$36,794.02 were approved. There were no payroll warrants issued to Employees.

- a. Approve Payroll: October 2024 Final: \$120,121.75
- b. Approve Accounts Payable Vouchers:

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

Fund	Date	Voucher Numbers	Purpose	Amount
General	11/15/24	#4602262-4602270	Early payments due	\$2,424.69
General	11/21/24	#9000001240-9000001249	Direct Deposit/ACH Payments	\$8,408.17

Approve AP Vouchers releasing this month:

General	11/21/24	#4602271-#4602290	Current Vouchers due	\$21,524.01
CPF	11/29/24	#4698078-#4698078	Modernization Grant #1	\$358,803.86

Pre-approve for release before next Board meeting:**General Fund AP Vouchers:**

Phones, utilities, copier lease, Amazon Capital, credit card, F2S produce & delivery fees, Hood Canal Communications (e-Rate tech re-wiring project, \$36,250, if completed), OESD invoices (moved to ACH payments this month), grant expenditures, process ACH payments: \$53,000.00

CPF AP Vouchers: \$10,439.22 (retainage for HKHS playground when invoice is received)

CPF	__/__/24	#4698078	HKHS Retainage (All Play)	\$10,439.22
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TVF: The new bus is in Chimacum. Warrant to be released after revised invoice is received.

TVF	__/__/24	ACH Payment	Bus, upon delivery	\$170,326.14
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- c. Approve Payroll: November 2024, estimate: \$122,600.00
- d. Second Read on essential policies
 - i. Policy 3210 – Nondiscrimination (H01)
 - ii. Policy 3205 – Sex Discrimination and Sex-Based Harassment of Students Prohibited (H02)
 - iii. ~~Policy 3211 – Gender Inclusive Schools (H03)~~
 - iv. Policy 2023 – Digital Citizenship and Media Literacy (H04)
 - v. Policy 2023 F2 – Artificial Intelligence Classroom Protocol (H05)
- e. Approve Highly Capable Plan (H06)
 - i. Plan
 - ii. Stipend
 - iii. Spending Plan
- f. Approve Beathard to attend WASA Small Schools Conference in Wenatchee – March 16-18 – approximate cost \$2,000

Michelle Matheson made a motion to accept the consent agenda as amended. Summer Ventura seconded the motion. Motion carried.

VII. STATUS OF THE SCHOOL – SUPERINTENDENT'S REPORT

- a. New bus update – the bus is in Chimacum
- b. Counseling in our district
 - i. Jumping Mouse

1. comes to us through funding through the Behavioral Health Advisory Committee (BHAC) who oversees the 1/10 of 1% of sales tax allotment
2. We have 3 therapists – they are seeing 7 children now and may see up to 12
3. Weekly one-on-one therapy sessions – expressive play therapy
4. Parents and caregivers also receive ongoing support.
5. Therapists meet with teachers and other important adults in the child's life to develop a strong support system for the child and their family.
- ii. More traditional counseling model
 1. One day funded through the BHAC and one with designated state funding
 2. Therapist sees 10 students weekly and has time for parents
- c. Jumping Mouse Turkey Trot – registration is open on their website
- d. December 16-20 – kitchen floor installation
- e. Confirmation of board workshop dates
 - i. December 17 – 4:00 – 6:00 – with WSSDA (Washing State School Board Directors) contractor
 1. Open Public Meetings Training
 2. Other required training information
 3. School Board Roles & Responsibilities
 - ii. January 28 – 4:30 – 6:00 – School District funding – Jason Roads, Assistant Superintendent of Finance & Operation (OESD 114) Olympic Educational Service District 114
 - iii. March 25 – 4:30 – 6:00 – with Jacob Rember
 1. Highly Capable, Special Education, Technology
- f. JCEP (Jefferson County Educational Partnership)– December meeting moved to 1/27 at 4:30 at Port Townsend School District Boardroom
- g. Superintendent mid-year review in December or January
- h. Upcoming dates
 - i. 11/22 First Quarter Awards Assembly at 9:00am
 - ii. 11/25-29 Thanksgiving Break – no school
 - iii. 12/9 at 11:10 TK – 2nd grade sing at senior soup at the Brinnon Community Center
 - iv. 12/11 School district insert comes out in the Port Townsend Leader
 - v. 12/12 Winter Program at 6:00pm
 - vi. 12/13 Fun Friday
 - vii. 12/17 Pleasant Harbor Marina Resort hosts student holiday parties
- i. Thank you to Jefferson County Juvenile & Family Court Services for donation of coats

VIII. BOARD MEMBERS REPORTS

Brinnon School District #46

46 Schoolhouse Road, Brinnon, WA 98320

IX. AUDIENCE PARTICIPATION

Audience: Tirzah Small, Rebecca Small

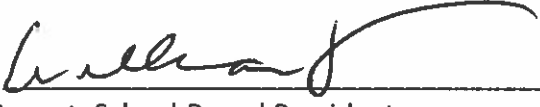
X. EXECUTIVE SESSION

- a. Discuss the performance of a public employee

The executive session is estimated to take 10 minutes. The executive session began at 6:34pm and ended at 6:56pm.

XI. ADJOURNMENT

Summer Ventura made a motion to adjourn the meeting at 6:57pm. Michelle Matheson seconded the motion. Motion carried.

Approval:  Date: 12/17/24
William Barnett, School Board President

Approval:  Date: _____
Patricia Beathard, Secretary to the Board