

PALOUSE SCHOOL DISTRICT #301

PALOUSE BOARD MEETING

Thursday, July 23rd, 2026 at 7:00 p.m.

Palouse School - Mr. Akin's Room

Zoom: <https://zoom.us/j/97132724010>

I. OPENING OF MEETING:

The Palouse School Board meeting was called to order at 7:04 p.m. by Palouse Board President Jess Smith. The Pledge of Allegiance was done immediately after.

A. ATTENDANCE:

Palouse Board: Jess Smith, Tricia Johnson, Shealyn Holbrook & Vanessa Moore.

Garfield Board: Justin Honcoop, Ryan Pfaff, Alex Anderson.

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

Guests: Community Members

B. REQUEST TO ADDRESS THE BOARD: None

II. CHANGES TO THE AGENDA: IV. Reports to the Board - a. - Strike Business Managers report.

III. CONSENT AGENDA:

A. Accounts Payable:

July Warrant Numbers: 30114552, 30114576-30114604

1. General Fund:

July - \$40,894.08

2. HS ASB:

July - \$135.00

3. Capital Projects:

July - \$73,749.03

4. BMO Payment:

July Wire Transfer - 202100131

July General Fund: \$5,736.47

July Capital Projects: \$1,791.55

July ASB: \$1,925.47

5. Payroll:

July (Checks) - \$8,769.03

Warrants – 30114553-30114559

July (Benefits) - \$79,839.40

Warrants – 30114560-30114575

Payroll Electronic Transfer (Direct Deposit) - \$119,985.88

July Direct Deposit Numbers – 9000001803-9000001837

Payroll Electronic Transfer Fed W / H & SS - \$39,208.60

July Wire Numbers – 202100130

B. Approval of Minutes: June 2026 Board minutes were approved.

C. High School Cross Country Coach: Hiring of Gavin Merritt as the High School Cross Country Head Coach.

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
 Tricia Johnson - Aye Vanessa Moore - Aye

V. Reports to the Board:

A. Business Manager - Strike - Jeremy Loe was on vacation.

B. Principal Report - July is a busy month here. Palouse Principal Sandra Krause-Ayers attended the Association of Washington State Principal's Annual Conference in Spokane. The theme was Better Together: Leading with Purpose and Connecting with Heart. The keynote speaker was Sandy Zimmerman. Curriculum purchases are being finalized for the upcoming school year. We are starting the planning process to create professional development sessions. The MTSS building team will go to Spokane on Aug. 11th & 12th to continue the next steps for Level 2 and Level 3 programming.

The solar panels have been installed and are working without a hitch. The 4th & 5th grade classrooms received new lights. New flooring has been installed in the cafeteria and kitchen. The new shot clocks have been installed in the gym. Cleaning in the high school wing has been completed. Planning will begin soon with the ASB leadership students for the upcoming year. Athletic Director, Garrett Parrish, is preparing for

the fall sports seasons. Athletic parent night is scheduled for Monday, August 24th. Our annual Back-to-School Bash is Thursday, August 27th from 4:30 - 6:30. We look forward to introducing Dr. Hardesty at that time.

VI. New Business: None

VII. ADJOURN: A motion to adjourn the meeting at 7:12 p.m. was made by Shealyn Holbrook and seconded by Vanessa Moore.

Board Chairman: _____

Superintendent: _____

GARFIELD SCHOOL DISTRICT #302

GARFIELD BOARD MEETING - Held in Palouse in Mr. Akin's room.

Thursday, July 23rd, 2026 at 7:12 p.m.

Zoom: <https://zoom.us/j/97132724010>

I. OPENING OF MEETING:

The Garfield School Board meeting was called to order at 7:12 p.m. by Garfield Board President Justin Honcoop.

A. ATTENDANCE:

Garfield Board: Justin Honcoop, Ryan Pfaff, Alex Anderson.

Palouse Board: Jess Smith, Tricia Johnson, Vanessa Moore & Shealyn Holbrook.

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

Guests: Community Members

B. REQUEST TO ADDRESS THE BOARD: None

II. CHANGES TO AGENDA:

1. Consent Agenda D. - Add approval to purchase carpet for 4 classrooms for up to \$12,000. This is just the price of the carpet.
2. Consent Agenda E. - 1st payment for separation agreement.

III. CONSENT AGENDS:

A. Accounts Payable:

a. General Fund:

July - \$51,741.72

Warrants: 30212861-30212862, 30212864-30212891

July - \$19,592.51

Warrants: 30212859-30212860

July- \$4,361.22 (BMO Harris)

Wire Transfer #: 0202100193

b. Payroll: July 2026

July (Checks) - \$4,520.97

Warrants: 30212892-30212896

July (Benefits) - \$72,779.63

Warrants: 30212897-30212907

Payroll Electronic Transfer (Direct Deposit)

July - \$114,289.52

July - \$2,336.39

Payroll Electronic Transfer Fed W/H & SS

July - \$36,315.21

c. Capital Projects:

July - 77,349.68

Warrants: 30212863

d. ASB Fund: None.

e. Transportation Vehicle Fund: None

B. Approval of Minutes: June 25th, 2026 Board minutes were approved.

C. Personnel Report: Review and ratify resignation agreement.

D. Carpet Purchase: Purchase carpet for 4 classrooms for up to \$12,000. This is just the price of the carpet.

E. Separation Agreement: 1st half payment for separation agreement will be made tonight.

MOTION: A motion to approve the Consent Agenda as presented was made by Ryan Pfaff and seconded by Alex Anderson. The motion passed with the following roll call vote: Justin Honcoop - Aye Ryan Pfaff - Aye Alex Anderson - Aye

IV. OLD BUSINESS: None

V. NEW BUSINESS:

A. Adopt budget extension for 2025-2026 - Resolution: 266

MOTION: A motion to adopt the budget extension for 2025-2026 - Resolution 266 as presented was made by Alex Anderson and seconded by Ryan Pfaff. The motion passed with the following roll call vote: Justin Honcoop - Aye
Ryan Pfaff - Aye
Alex Anderson - Aye

B. Adopt budget for 2026-2027 - Resolution: 267

MOTION: A motion to adopt the budget for 2026-2027 - Resolution 267 as presented was made by Ryan Pfaff and seconded by Alex Anderson. The motion passed with the following roll call vote: Justin Honcoop - Aye Alex Anderson - Ay
Ryan Pfaff - Aye

- C. Student Handbook - First Reading:** Discussion was had regarding some small changes in the handbook. There are sections on attendance, dress code, behavior, athletics, transportation, medication, HIB, phones, etc. A copy was provided to Board Members. Superintendent Korst said he can advise but it is up to the Board to decide what they want. Will do a second reading at the next meeting.
- D. Staff Handbook - First Reading:** Discussion was had regarding the staff handbook. A copy was provided to Board Members. The handbook includes policies, bargaining agreements, roles of the Board, chain of command, professional expectations, etc. Will do a second reading at the next meeting.
- E. Substitute/Volunteer Handbook:** Hand out at the next meeting or email earlier.
- F. Activity/Bus Driver Handbook:** Hand out at the next meeting or email earlier.

VI. REPORTS:

- A. Business Manager:** None given
- B. Superintendent/Principals:** Superintendent Korst gave a shoutout/thank you to Brian Lentz. He is great to work with. Work was done in the cafeteria and it looks great. There will be new carpets in 4 rooms. The new roof will be done soon. Debbie Anderson, the new business manager, has done accounts payable twice and payroll once. He has been in contact with OSPI about ALE. Lockers will be installed the 1st two weeks of August.

VII: ADJOURN: A motion to adjourn the meeting at 7:31 p.m. was made by Ryan Pfaff and seconded by Alex Anderson.

Board Chairman: _____

Superintendent: _____

PALOUSE SCHOOL DISTRICT #301

GARFIELD SCHOOL DISTRICT #302

JOINT BOARD MEETING - Held in the Palouse in Mr. Akins room.

Thursday, July 23rd, 2026 at 7:31 p.m.

Zoom: <https://zoom.us/j/91231869046>

I. OPENING OF MEETING:

The Joint School Board meeting was called to order at 7:31 p.m. by Palouse Board President Jess Smith.

A. ATTENDANCE:

Palouse Board: Jess Smith, Tricia Johnson, Shealyn Holbrook & Vanessa Moore.

Garfield Board: Justin Honcoop, Ryan Pfaff, Alex Anderson.

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

Guests: Community Members

B. REQUEST TO ADDRESS THE BOARD: None

II. CHANGES TO THE AGENDA: None

III. CONSENT AGENDA:

A. Approval of Minutes: June 25th, 2026 Board minutes were approved.

MOTION: A motion to approve the Consent Agenda was made by Justin Honcoop and seconded by Shealyn Holbrook. The motion passed with the following roll call

vote: Justin Honcoop - Aye Ryan Pfaff - Aye Alex Anderson - Aye
Shealyn Holbrook - Aye Tricia Johnson - Aye Vanessa Moore -

Aye

Jess Smith - Aye

V. OLD BUSINESS:

A. Review of the status of 2024-2025 policy updates: It was decided not to read all of the policy updates at the meeting since copies were provided and Trevor will put it on our website. Palouse Board President, Jess Smit, will work with Trevor on a few word changes throughout the policy prior to it being put on our website.

MOTION: A motion to approve the 2024-2025 policy updates was made by Justin Honcoop and seconded by Vanessa Moore. The motion passed with the following

roll call vote: Justin Honcoop - Aye, Ryan Pfaff - Aye, Alex Anderson - Aye, Jess Smith - Aye, Shealyn Holbrook - Aye, Tricia Johnson - Aye, Vanessa Moore - Aye

B. Negotiations Updates (Information)

i. Tentative agreement:

- a) Salary Increase:** Flat \$2,000 increase per cell
- b) Special Education Teacher:** shall receive 105% of their contracted salary and may access up to 40 hours of additional paid time, prorated based on FTE, at their per diem/hourly rate (time slipped), to be used outside of the 180-day contract year as needed to fulfill job responsibilities.

ii. Still under discussion: The negotiation team has agreed to allow more time to work together with Tom and Jeff on these areas.

a) Full-Time Equivalent (FTE) Assignments Parameters: FTE shall be calculated by comparing the employee's assigned instructional/contact time for a 1.0 FTE assignment across the elementary, middle and high school levels represented in the employee's assignment.

b) Article VI - Assignment Transfer & Vacancy: The union is requesting notification of certified openings and assurance that a certified staff member will be represented on interview committees.

VI. NEW BUSINESS:

A. 2026-2027 Calendar Updates: Palouse Principal, Sandra Krause-Ayers talked about changes with the calendar. Discussion was had about conference and days off as well. Thank you to Debbie Anderson for putting the calendar together.

MOTION: A motion to approve the 2026-2027 district calendar updates was made by Justin Honcoop and seconded by Shealyn Holbrook. The motion passed with the following roll call vote:

Justin Honcoop - Aye	Ryan Pfaff - Aye
Alex Anderson - Aye	Tricia Johnson - Aye
Vanessa Moore - Aye	Jess Smith - Aye

B. Hire: High School Cross Country Coach - Gavin Merrit

C. Hire: Middle School Cross Country Coach - Lola Edwards

MOTION: A motion to approve the hiring of High School Cross Country Coach Gavin Merrit and Middle School Cross Country Coach Lola Edwards was made by Justin Honcoop and seconded by Shealyn Holbrook. The motion passed with the following roll call vote:

Justin Honcoop - Aye	Ryan Pfaff - Aye
Alex Anderson - Aye	Tricia Johnson - Aye

VII. Reports:

- A. Superintendent Report:** Superintendent Tom Korst said they need a football coach for the middle school team. Girls are welcome to play on the football team as well.

VIII. Adjournment: A motion to adjourn was made at 7:42 p.m. by Justin Honcoop and seconded by Shealyn Holbrook.

Board Chairman: _____

Superintendent: _____

Board Chairman: _____

Superintendent: _____