

SCHOOL BOARD MEETING
Tuesday, September 22, 2026 at 6:00pm
AGENDA

- I. REGULAR MEETING CALLED TO ORDER – 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.
- II. SUPERINTENDENT RESPONSE TO JULY PUBLIC COMMENTS
- III. 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.
- IV. APPROVAL OF AGENDA (H000)
- V. APPROVAL OF MINUTES
- a. August 25, 2026 Retreat Minutes (H000.1)
 - b. August 25, 2026 Minutes (H000.2)
- VI. FINANCIAL REPORT
- a. Budget Status Report - Cash Basis (H001)
 - b. Cash Flow Spreadsheet (H002a)
 - i. Expense by NCES Codes (H002b)
 - c. AP Invoice Spreadsheet (H003)
 - d. Enrollment (H004)
 - i. Detailed student count document (H)
- VII. CONSENT AGENDA
- a. Approve Payroll:

August 2026 Final Payroll		\$117,959.57
Employee Warrants	No Employee Payroll Warrants	
Vendor Warrants	4650706–4650710	\$35,857.05
Sept. 2026 Preliminary Payroll		\$117,000.00

- b. Approve Accounts Payable Vouchers:

GF AP Warrants	4602801–4602811	\$7,499.09
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AP ACH	9000001906–9000001908	\$4,096.78
GF AP Warrants	4602812–4602827	\$8,810.80
General Fund Total:		\$
CPF AP Warrant	4698095–4695097	\$809,640.81

c. Pre-approve for release before next Board meeting:

- i. General Fund early AP Vouchers for next month: phones, utilities, copier lease, Amazon Capital, credit card, F2S produce, Stagecraft Industries, ACH reimbursements & payments (including OESD), est. \$17,000.00

VIII. ACTION ITEMS WITH DISCUSSION

- a. Addition of a 0.4 to Keri Madill's teaching contract, making her contract 1.0
 - i. Or continue with current model and evaluate at October board meeting
- b. Accept recommendations for potential summer 2027 Small Rural School Modernization Grant projects (H01)

IX. DISCUSSION AND PLANNING ITEMS

- a. Policy and Procedure 1114 Review and plan for board member appointment (H02)
 - i. Term ends November 2027 for person appointed, Mike Reynolds, and Michelle Matheson. They would need to register in May 2027 to be on the ballot in November 2027.
- b. Board Workshop Schedule – 5:00 start time – determine tentative topics?
 - i. Tuesday, September 22
 - 1. Budget
 - ii. Tuesday, November 17
 - 1. Board director interviews (or move this to October)?
 - iii. Tuesday, January 26
 - iv. Tuesday, March 23
 - 1. Traditionally the ESD does a budget presentation
 - v. Tuesday, June 22
- c. Proposed non-bargained contract/handbook (H03)
 - i. Framework from Quilcene Procedure 5021
 - ii. Most language from classified collective bargaining agreement
 - iii. Next steps:
 - 1. Share & discuss with non-bargained group
 - 2. Bring changes back to board for review – if language matches CBA, do we want attorney review?
 - 3. Add as Brinnon Procedure 5021

- d. Agenda review by 2 board members – something the board wishes to move forward with?

X. STATUS OF THE SCHOOL – SUPERINTENDENT’S REPORT

- a. Tour facilities improvements – gym, restroom, stage curtains
- b. 2025-2026 State Assessment Report
- c. Quilcene School Board – hosting House of Reps District 24 candidates on Mon Sept. 28th 2026 at 6 pm (H04)
- d. Sept. 14 meeting with Karlana Brailey from the Washington Department of Commerce.
 - i. She had much praise for our strong reputation
 - ii. We discussed funding issues with TK, regionalization staff funding model, the need for preschool education, and other needs
 - iii. She will work on a meeting with the governor’s office
- e. 2024-2025 Assessment Audit Report and Exit Letter (H05)
- f. First Read Policies
 - i. 1000 series policies WSSDA identifies as encouraged or essential (H06)
 - 1. 1000 Legal Status and Operation (encouraged)
 - 2. 1310 Policy Adoption, Manuals, and Administrative Procedure (encouraged)
 - 3. 1320 Suspension of a Policy (no BSD policy/discretionary)
 - 4. 1330 Administration in the Absence of Policy or Procedure (encouraged)
 - 5. 1450 Absence of a Board Member (encouraged)
 - 6. 1630 Evaluation of the Superintendent (essential)
- g. WSRMP (Washington Schools Risk Management Pool) Loss Statement (claims) (H07)
 - i. 3-year lead time to make a change
 - ii. Email sent to WSRMP requesting consideration of lowering our member contribution based on our claim history (H08)
- h. 3/4/5 Grade Field Trip 9/18 to Oxbow paid for by Jefferson Land Trust (H09)
- i. Upcoming Dates:
 - i. October 1 at 5:30pm Open House (change from Sep 24 date)
 - ii. October 7 Apple Crunch
 - iii. October 13 at 8:30 Adventures in Music
 - iv. October 23 Fun Friday!

XI. BOARD MEMBERS REPORTS

XII. EXECUTIVE SESSION

- a. Discuss the performance of a public employee

XIII. ADJOURNMENT