

**SCHOOL BOARD MEETING**  
**Tuesday, August 25, 2026 at 6:00pm**  
**MINUTES**

- I. REGULAR MEETING CALLED TO ORDER at 6:02pm– 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 RESPONSE TO JULY PUBLIC COMMENTS

*Superintendent Beathard spoke*

- 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.

*Jodi Jaske – hopes this year is good for staff and students*

- IV. APPROVAL OF AGENDA (H000)

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

- V. APPROVAL OF MINUTES

- a. July 28, 2026 Minutes (H000.1)

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

- 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 – as of 8/25/26

*Debi Johnson gave the financial report.*

#### VII. 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 4650701–4650705 in the amount of \$35,270.83 were approved. There were no warrants issued to Employees.

##### a. Approve Payroll:

|                                 |                              |              |
|---------------------------------|------------------------------|--------------|
| July 2026 Final Payroll         |                              | \$118,011.09 |
| Employee Warrants               | No Employee Payroll Warrants |              |
| Vendor Warrants                 | 4650701–4650705              | \$35,270.83  |
| August 2026 Preliminary Payroll |                              | \$117,000.00 |

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

##### b. Approve Accounts Payable Vouchers:

|                     |                       |                |
|---------------------|-----------------------|----------------|
| GF AP Warrants      | 4602786–4602794       | \$6,295.17     |
| AP ACH              | 9000001888–9000001889 | \$4952.59      |
| GF AP Warrants      | 4602795–4602800       | \$668.09       |
| General Fund Total: |                       | \$11,915.85    |
| CPF AP Warrant      | 4698093–4698094       | \$1,916,928.08 |

*Mary Fickett made a motion to approve accounts payable vouchers for GF AP warrants, AP ACH and GF AP Warrants totaling \$11,915.85. Michelle Matheson seconded the motion. Motion carried.*

*Mary Fickett made a motion to approve accounts payable voucher for CPF AP warrant totaling \$1,916,928.08. Michelle Matheson seconded the motion. Rhonda Burell abstained. Motion carried.*

##### 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~~, Accelerate Learning, NW Textbook, ACH reimbursements & payments (including OESD), est. \$11,000.00

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

- d. Approve School Board Meeting dates (H01)
- e. Approve Brinnon Church Prayer walk on 9/13/26
- f. Approve meal prices for upcoming 2025-2026 school year to remain the same
  - i. Breakfast \$3.00
  - ii. Lunch \$5.00

Paid Lunch Equity Tool requires a price of \$5.34. Recommend the District absorb the approximate \$68.00 cost for approximately 200 adult lunches, to be paid from non-federal funds, in order to NOT increase the adult meal pricing.
- g. Approve Stipends (staff assigned, if applicable, is provided for informational purposes)
  - 1. Yearbook Advisor (H02) - Alicia Simmons
  - 2. Music Performance (H03) - Alicia Simmons
  - 3. Managing teacher when superintendent is out of the building (H04) - will hold to determine need – substitute may be used - last year Jacob Rember
  - 4. TPEP Student Growth (H05) - all teachers
  - 5. Early Notice of Retirement or Resignation (H06)
  - 6. Mentor Teacher (H07)
  - 7. Teacher ALE (Alternative Learning Experience) (H08)
  - 8. Student Teacher Supervisor (H09) - Sheryl Kaye
  - 9. Beathard will absorb the work involved with the previous stipends – no extra pay. These stipends total \$6,300
    - a. High School and Beyond College Bound -\$500+/year
    - b. Gates Grant Support Stipend \$2,000 X2
    - c. Gates Grant – College/Career Readiness Preparation
    - d. - \$1,000
    - e. Highly Capable Coordinator Stipend - \$800
- h. Approve Conditional Teaching Certificate support plan – Jacob Rember (H10)
- i. Approve support plan for out-of-endorsement teaching assignments
  - i. Tirzah Small – all non-Math courses (H11)
- j. Hire of Markayle McCrehin as school custodian (H12)
- k. Hire of Bruce Ankenman as bus driver upon successful completion of certification process – application available for review
- l. Hire of Christina Hodge as a fully grant-funded counselor. Contract will be managed by OESD114 -resume available for review

*Mary Fickett made a motion to approve the consent agenda d. to l. as presented. Michelle Matheson seconded the motion. Motion carried.*

**VIII. ACTION ITEMS WITH DISCUSSION**

- a. Approve policy 6110 – Video/Audio Surveillance (H13a)
  - i. School district attorney review included (H13b)

*Mary Fickett made a motion to approve policy 6110 as presented with the addition of installing audio signage and with a revisit of the policy in six months. Michelle Matheson seconded the motion. Nay by Mike Reynolds. Motion carried.*

- b. Stipend for special education and technology management/loss of preparation time and additional hours required– Jacob Rember (H14a) (explanatory document included (H14b)

*Mary Fickett made a motion to approve the stipend for special education and technology management/loss of preparation time and additional hours required for Jacob Rember. Michelle Matheson seconded the motion. Motion carried.*

- c. Stipend for loss of preparation time – Sheryl Kaye (H15a) (explanatory document included) (H15b)

*Mary Fickett made a motion to approve the stipend for loss of preparation time for Sheryl Kaye. Michelle Matheson seconded the motion. Motion carried.*

**IX. STATUS OF THE SCHOOL – SUPERINTENDENT’S REPORT**

- a. Construction update
- b. First two days of school update
- c. Big savings on math book order
- d. Counseling grant update
- e. OESD114 Nursing Corps Program MOU (H16)
- f. Additional 60 ethernet wire runs - while the ceiling was open for HVAC work
  - i. We ordered materials at an approximate cost of \$700
  - ii. We paid Hood Canal communications \$375 per run in summer of 2024
  - iii. The 60 runs might cost \$22,500 at the Hood Canal Communications price. Jacob Rember worked on the project. The ESD staff will make the time work within the contract and donate time if it exceeds the monthly time allotment
- g. Internet difficulties over the weekend
- h. Upcoming Dates
  - i. September 7 No school for Labor Day
  - ii. September 9 Picture Day
  - iii. October 1 at 5:30pm Open House (change from Sep 24 date)

*Superintendent Beathard gave the status of the school.*

X. BOARD MEMBERS REPORTS

- a. Summer Ventura shared the "Norms" developed by the school's staff

XI. EXECUTIVE SESSION

- a. Discuss the performance of a public employee

*The executive session is estimated to take 30-40 minutes. The executive session began at 7:25pm and ended at 8:38pm. End of recording of session.*

XII. ACTION ITEM

- a. Approve the 3- year contract for Superintendent/Principal Trish Beathard

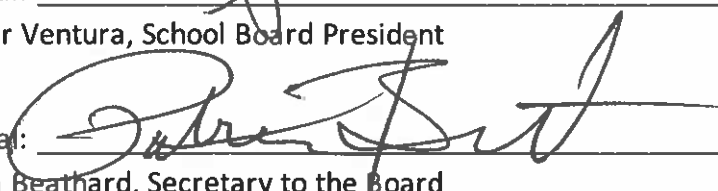
*Mary Fickett made a motion to approve the 3-year contract for Superintendent/Principal Trish Beathard. Michelle Matheson seconded the motion. Motion carried.*

XIII. ADJOURNMENT

*Mary Fickett made a motion to adjourn the meeting at 7:39pm. Rhonda Burell seconded the motion. Motion carried.*

Approval:   
Summer Ventura, School Board President

Date: 9/22/26

Approval:   
Patricia Beathard, Secretary to the Board

Date: 9/22/26