GARFIELD SCHOOL DISTRICT #302
REGULAR BOARD MEETING
Thursday, August 27, 2026
Held in the Garfield Library

I. OPENING OF MEETING:
The Garfield School Board meeting was called to order at 7:05 p.m. by Board Vice President Olivia Brackett.

A. PLEDGE OF ALLIEGENCE.
B. ATTENDANCE:
Garfield Board: John Schaut, Olivia Brackett, Alex Anderson, and Justin Honcoop on Zoom.
Excused: Ryan Pfaff
Palouse Board: Jessica Smith, Vanessa Moore, and Jamie Slocum.
Also Present: Garfield Superintendent/Principal Tom Korst
Palouse Principal Sandra Krause-Ayers
Administrative Assistant Debbie Anderson – Recorder
Guests: Jeff Hardesty. Community Members.

C. REQUEST TO ADDRESS THE BOARD: None.

II. CHANGES TO THE AGENDA: None.

III. CONSENT AGENDA:
A. Accounts Payable:
a. General Fund:
August: $59,450.70
Warrants: 30212911-30212913, 30212915-30212934, 30212936-30212937, 30212939-30212943, 30212945, 30212947-30212951
August: $40,000.00
Warrants: 30212909
August: $3,944.47 (BMO Harris)
Wire Transfer #: 0202100197
b. Capital Projects:
August: $1,367,782.24
Warrant: 30212914, 30212935, 30212938, 30212944, 30212946
August: $12,450.31
Warrant: 30212910
c. ASB Fund:
August – None
d. Transportation Vehicle Fund
August: None
e. Payroll
August (Checks): $7,855.73
Warrants: 30212952-30212957
August (Benefits): $102,295.76
Warrants: 30212958-30212968
August (WA Cares): Cancellations $-2,513.90 and WA Cares $2,513.90
Warrants: 30212908
Payroll Electronic Transfer (Direct Deposit)
August: $109,279.67
August: $2,327.60
Payroll Electronic Transfer Fed W/H & SS
August: $35,747.61 and $755.79 (Department of Revenue)

B. Approval of minutes:
a. July 23, 2026

MOTION: A motion to accept the Consent Agenda was made by Alex Anderson and seconded by John Schaut. The motion passed with the following roll call vote:

Alex Anderson – Aye	John Schaut - Aye
Olivia Brackett – Aye	Justin Honcoop - Aye

IV. OLD BUSINESS:

A. Recommendation to purchase choir panels.

Tom Korst: I recommend we go ahead and purchase these panels.

MOTION: A motion to recommend purchasing the choir panels as presented was made by John Schaut and seconded by Alex Anderson. The motion passed with the following roll call vote:

Alex Anderson – Aye	John Schaut - Aye
Olivia Brackett – Aye	Justin Honcoop - Aye

B. Recommendation to purchase new lunch tables.

Tom Korst: We feel that if we purchase the round tables, it will decrease some noise, smaller groups of students at a table. We would like to experiment with a couple but if they go well I would like to fill the whole lunchroom up. These will be round table with designated 6 slots.

MOTION: A motion to accept the Consent Agenda was made by Alex Anderson and seconded by John Schaut. The motion passed with the following roll call vote:

Alex Anderson – Aye	John Schaut - Aye
Olivia Brackett – Aye	Justin Honcoop - Aye

C. Student handbook – 2nd reading.
Discussion followed. It was recommended that the board have a little more time to look over the handbook and so this will be tabled until next meeting.

D. Staff handbook –
Discussion followed. It was recommended that the board have a little more time to look over the handbook and so this will be tabled until next meeting.

V. NEW BUSINESS:

A. Recommendation to hire Kelsey Merrill as paraeducator.

MOTION: A motion to hire Kelsey Merrill as paraeducator was made by Alex Anderson and seconded by John Schaut. The motion passed with the following roll call vote:

Alex Anderson – Aye	John Schaut - Aye
Olivia Brackett – Aye	Justin Honcoop – Aye

B. Resolution 270 – Transfer of funds from the Capital Projects Fund to the General Fund.

MOTION: A motion to approve Resolution 270 as presented was made by Alex Anderson and seconded by John Schaut. The motion passed with the following roll call vote:

Alex Anderson – Aye	John Schaut - Aye
Olivia Brackett – Aye	Justin Honcoop – Aye

C. Resolution 269 – Authorizing Debbie Anderson as signer on District Accounts.

MOTION: A motion to approve Resolution 269 as presented was made by Alex Anderson and seconded by John Schaut. The motion passed with the following roll call vote:

Alex Anderson – Aye	John Schaut - Aye
Olivia Brackett – Aye	Justin Honcoop – Aye

D. Resolution 268 – Authorizing Tom Korst, Debbie Anderson and Leslie Oliver (ESD) to sign School District instruments including investments, warrant cancellations, and fund transfers on behalf of the Garfield School District.

MOTION: A motion to approve Resolution 268 as presented was made by John Schaut and seconded by Alex Anderson. The motion passed with the following roll call vote:

Alex Anderson – Aye	John Schaut - Aye
Olivia Brackett – Aye	Justin Honcoop – Aye

E. Recommendation to establish preschool tuition.

Tom Korst: As you all know we went from half day to full day preschool. Our current tuition is $100 dollars a month. We did to a comparison with Colfax and Pullman. Discussion followed. It was decided since it was so late in the season that the tuition would remain the same as last year and will revisit again. Olivia Brackett recommended that since it was so late in the season, that we keep preschool ½ day to $100, full day $200.

MOTION: A motion to approve the preschool tuition at $100.00 for ½ day and $200.00 for the full day students was made by Justin Honcoop and seconded by John Schaut. The motion passed with the following roll call vote:

Alex Anderson – Aye	John Schaut - Aye
Olivia Brackett – Aye	Justin Honcoop – Aye

F. Recommendation to approve ATAVUS Official Tackling Certification as the District's football safety training program.

Tom Korst: Our football coaches need to be trained in this and are required to take this.

MOTION: A motion to approve ATAVUS Official Tackling Certification as presented was made by John Schaut and seconded by Alex Anderson. The motion passed with the following roll call vote:

Alex Anderson – Aye	John Schaut - Aye
Olivia Brackett – Aye	Justin Honcoop – Aye

VI: Reports:

A. Business Manager:

Tom Korst: Debbie Anderson has really been putting in the hours to get trained.

B. Superintendent Report:

Tom Korst: Tom went over his worksheet with the board. I am meeting with a group of families next week that are interested in the ALE program. We will discuss MTSS during the joint board. Also attached is student discipline data if you have time to look at that. A recommendation for behaviors in the school is an SEL screener. We are not approving this, I would just like you to look this over, get informed. Later on, Sandra will be giving you an overview of MTSS, but I want you to think about this in that process.

C. Roofing Project:

Tom Korst: I got some more details emailed to me and I will send those on to you. According to that report they are about 60-70% complete. We will have some congestion with pick up and drop off and so having Jason Jahn work through that. We should not have any playground interruptions. We will have this worked out before school starts.

ADJOURN: With there being no further business, John Schaut moved, Alex Anderson seconded to adjourn the meeting at 7:28 p.m.

Board Chairman _____

Superintendent: _____

PALOUSE SCHOOL DISTRICT #301
PALOUSE BOARD MEETING
Thursday, August 27, 2026
Garfield School Library

I. OPENING OF MEETING:

The Palouse School Board meeting was called to order at 7:28 p.m. by Palouse Board President Jess Smith.

A. ATTENDANCE:

Palouse Board: Jess Smith, Jamie Slocum and Vanessa Moore
Excused: Shealyn Holbrook and Tricia Johnson.
Garfield Board: John Schaut, Alex Anderson, John Schaut and Justin Honcoop via zoom.
Present: Palouse Principal Sandra Krause-Ayers
Garfield Superintendent/Principal Tom Korst
Palouse Business Manager Jeremy Loe via zoom.
Garfield Administrative Assistant Debbie Anderson - Recorder
Guests: Jeff Hardesty, and Community members via zoom.

B. REQUEST TO ADDRESS THE BOARD: None

II. CHANGES TO THE AGENDA: None.

III. CONSENT AGENDA:

A. Accounts Payable:

1. General Fund:
   August: $16,508.28
   Warrants: 30114661-30114664
   August: $114,077.29
   Warrants: 30114665-30114667, 30114669-30114675, 30114678-30114684, 30114686, 30114693, 30114695-30114709
   August: $7,387.22 (BMO Harris)
   Wire: 202100135
2. HS ASB:
   August: $3,036.10
   Warrants: 30114668, 30114676, 30114685,

   August: $1,251.82 (BMO Harris)
   Wire: 202100135
3. Capital Projects:
   August: $10,144.63
   Warrants: 30114677, 30114694,
4. Payroll:
   August: (Checks) - $12,267.30q
   Warrants: 30114710-30114715
   August (Benefits): $86,960.38
   Warrants: 30114716-30114730

Payroll Electronic Transfer
August: (Direct Deposit): $147,165.65 and $500.00
August Direct Deposit Numbers – 9000001869-9000001898
Payroll Electronic Transfer
August: Fed W / H & SS - $51,585.18
August: Wire Numbers – 202100136

B. Approval of Minutes:
1. Board Meeting: July 23, 2026

MOTION: A motion to approve the Consent Agenda was made by Jamie Slocum and seconded by Vanessa Moore. The motion passed with the following roll call vote:
Jess Smith - Aye Jamie Slocum - Aye
Vanessa Moore - Aye

IV: REPORTS TO THE BOARD:

A. Business Manager:

Jeremy Loe: Jeremy went over the fund balance with the board. I will be working on the financial statements for the year which is our F196 and that gets filed with OSPI, then we will have to file our federal expenditure report. This has been an abnormal busy month working on getting our on-line payment software up and going with RevTrak and then getting our substitute calling system through Red Rover as well. We are a little bit behind on that as we found some issues yesterday with the software that wasn't redirecting from Skyward to the actual software itself, but we have Skyward involved and they are working on getting it fixed. There are just a few things for Debbie and I to discuss on when we are ready to go live. This will save both Debbie and I a lot of time when it comes to the payroll side of things and it is going to save our secretaries a lot of time as well too on the substitute calling piece.

B. Principal's Report:

Sandra Krause-Ayers: Enrollment in Palouse is looking good, we have 100 enrolled in the elementary and 96 in the high school. (Including the Garfield students in the high school). Our Palouse Pals tonight is hosting our back-to-school bash. I want to thank Marie Dymkoski. She works with the Pullman Kiwanis and thanks to their generosity, and the generosity of our community, we had a huge classroom full of donated school supplies. Our theme this year in Palouse is "Better Together, Stronger Together" and we are going to be focusing on our strengths and supporting each other when times get difficulty, and times do get tough during the school year. We want to keep up the energy to support our students and each other. Our staff selected the book "The Anxious Generation." This is a book that focuses on the impact of social media and cell phone usage with neurological development. We will have book study with the staff during the day and then we are going to create another book study opportunity for the community and parents to come in and study the same chapters that we are studying. We need to develop the school policy regarding cell phone use and get this out to family members and staff members on how we will be handling this in school which will help parents and community why it is so important that cell phone usage needs to be not allowed in school. I am looking forward to designing that and having those good conversations with family members. Garrett Parrish, Athletic Director, hosted a night for families, athletes and coaches for the fall sports season and this was well attended. Volleyball and Cross Country have been practicing this week. Middle School and High School Cross Country is off to their annual retreat tomorrow. All staff was in Palouse yesterday for our learning improvement day. We want to make sure that all students needs are met and help them be successful in school. This is part of our multi-tiered support system work that we are doing. Several staff who have supported our work from the ground level up also spent time in Spokane working with Maggie and attending break-out sessions that kind of fit what our rules our in the school to help us with developing more of a systemic approach to what we are doing. We are focusing on the data and the data tells us who needs the most support and it also helps us

make decisions with how do we get there. Our special education staff and other support staff attended Crises Response Training and Tom brought that to the Garfield School District for both of our staffs to be trained, and that is tomorrow. This gives us training in how to respond to physical situations if the needs arise and how do we calm kids down in situations where possible other student safety and our safety is at risk. Our staff has received floating time to set up classrooms and complete training.

C. Superintendent Report:

I will roll into the superintendent report as well. Our facilities are looking good. Solar panels were checked by Avista this last week and they went live the 26th. In the cafeteria, all of the old pictures were removed from the wall in the cafeteria. Kelsey Blair has been refurbishing the old ones and they are now all in the hallway of the high school. We also have new floors in the cafeteria and then we are looking for sound boards in there as well, they also painted as well. Our school fight song hangs around the perimeter of the room and it looks really cool. The Viking Crew also donated United States Flag to hang in there, and it looks really good. Gutters have been installed in the barn and Brian Lentz had the gym floors done. They really look good. I want to thank Brian and Kelsey for all their hard work this summer. If you look out the library window the building right across was Brian's old office and now Vikotics will be moving in there. Brian has located down to the transportation building.

Jeff Hardesty: I have been working on an entry plan review so please take one and review it at your leisure. An entry plan is really important for an incoming superintendent. You will find in that document that there are really 2 Phases. The listening and learning has to do with a lot of surveys of communities. I handed out a number of these today, which was really fun talking with people. There is a QR code and there are 4 questions. This gives us a really good opportunity to get a sense of what student/staff, and community have to say from their perspective. The next is a document review which I have been doing a lot of that this summer anyway. For example, looking at test scores, calling Sandra and asking to see CST or Child Study minutes, or IEP's, 504's. Delving really deeply in the documents and begin to triangulate perception. The process needs to be trustworthy where I can come to you with an objective, impartial perspective, like here is what I am seeing. I would like to ask that we engage in a couple of work sessions and we start our strategic planning. I will be equipped at that point to kind of bring my level of expertise. So, please review that at your leisure and then get back to me with any questions. I take this process very seriously and I think it is an important process.

There were questions about sports physicals. This was brought up about revisiting about how we do business with physicals at the board meeting and currently as I understand is that we require sports physicals every 12 months, once a year. WIAA requires it to be 24 months. The concern that was brought up was that it is a hardship on families to do that every year. My recommendation would be that we can bring this back to the board for a discussion on this. Policy 2151 is where that practice resides and I couldn't find one. So, I need a little time to explore that and get the model policy and build it out. There is no direction in the athletic handbook, it references this but it doesn't talk necessarily about 24 months or 12 months. I feel like I need to do a little bit more homework and iron that out.

In September we may have a Special Session for board vacancy screening. Sandra and I will be working on that in the meantime.

Jess Smith: I believe that we may have covered that Policy when we updated all the policies last year.

Jeff Hardesty: Then it will be just a matter of changing procedure and we won't need to change the Policy.

Sandra Krause-Ayers: I was in contact with the Whitman County Health Department and we are going to have free sports physicals here next year. That will be with both districts.

Jeff Hardesty: I printed off the policy and procedure for resigning school board members just to go over this in case the board was not aware. The board needs to acknowledge the resignations, which you are doing tonight. Once you acknowledge, tomorrow Sandra and I can put it into the local paper, plus our web page, announce the vacancies. Then we can have a Special Session to screen the applicants. They way I have always done this is that it is done in Executive Session which is allowed by the RCW. I will let you work out dates, just let us know and we will post this tomorrow.
Jess Smith: With regards to the entry plan, we need to sit down and do some of that mission and vision, trying to plan. What is your timeline for getting up to speed so that we can move forward on that.
Jeff Hardesty: My intention is mid-winter and so I think I would be able after the document review and getting the surveys back. Keep in mind, after the survey's I still want to be interviewing people. I want one-on-one in person interviews to really dig a little bit deeper about what the general survey response is. In December I would like to have a work session. I foresee February being a really good target for having a formal strategic plan.
Jess Smith: I did find the Policy 2151. Why we remembered this is because we said we need to discuss it. So, we do need to revisit this.

V: New Business:

A. Acknowledging District Direct #3, Shealyn Holbrook, and At-Large Director, Tricia Johnson, resignations.

MOTION: A motion to approve Shealyn Holbrook's resignation and Tricia Johnson's resignation was made by Jamie Slocum and seconded by Vanessa Moore. The motion passed with the following roll call vote:

Jess Smith - Aye Jamie Slocum - Aye
Vanessa Moore – Aye

Discussion followed regarding a timeline when these will be posted in the paper/web page, etc. Applicants must be in by Tuesday, September 8th at 8:00 a.m. and then we can get together at 8:30 a.m. and screen nominees, and have the executive session that morning. If we have more than five then we will have interviews on days before the board meeting. The location will be in the room off of the office in Palouse. Sandra will get this posted. Jess requested that if applicants come in early that they can be sent to board members early to go over. There will be no action at this executive session, the action will be held until Thursday, September 24th, at our regular meeting.

B. Interim Superintendent Supplemental Contract for Sandra Krause-Ayers for September 1, 2026 through September 30, 2026

MOTION: A motion to approve the Superintendent Supplemental Contract for Sandra Krause-Ayers as presented was made by Jamie Slocum and seconded by Vanessa Moore. The motion passed with the following roll call vote:

Jess Smith - Aye Jamie Slocum - Aye
Vanessa Moore – Aye

C. Signatory Resolutions: For Sandra-Krause Ayers.
- a. #278: Appointment of District Claims Agent
- b. #279: Designation of District Agent
- c. #280: Designation of Auditing Officers
- d. #281: Certified Signatures of District of Personnel Authorized to Sign School Construction Project Documents.

MOTION: A motion to approve Resolutions 278, 279, 280 and 281 as presented was made by Jamie Slocum and seconded by Vanessa Moore. The motion passed with the following roll call vote:

Jess Smith - Aye Jamie Slocum - Aye
Vanessa Moore – Aye

ADJOURN: A motion to adjourn the meeting at 8:03 p.m. was made by Vanessa Moore and seconded by Jamie Slocum.

Board Chairman: _____

Superintendent: _____

GARFIELD SCHOOL DISTRICT #302
PALOUSE SCHOOL DISTRICT #301
JOINT BOARD MEETING - Held in the Garfield Library
Thursday, August 27, 2026

I. OPENING OF MEETING:

The Joint School Board meeting was called to order at 8:03 p.m. by Garfield Board Vice President Olivia Brackett.

A. ATTENDANCE:

Garfield Board: Alex Anderson, John Schaut, Olivia Brackett, and Justin Honcoop via zoom. Excused: Ryan Pfaff
Palouse Board: Jess Smith, Vanessa Moore and Jamie Slocum
Also Present: Garfield Superintendent/Principal Tom Korst
Palouse Principal Sandra Krause-Ayers
Garfield Administrative Assistant Debbie Anderson- Recorder
Jeff Hardesty
Guests: Community members

II: REQUEST TO ADDRESS THE BOARD: None.

III. CHANGES TO THE AGENDA: None.

IV. CONSENT AGENDA:

A. Approval of Minutes**:** July 23, 2026
B. Appointments:
a. Katie Evermann – 0.500 FTE MS Social Worker
b**.** Madison Oelke – long term substitute for MS Social Studies.
C. Approval of Supplemental Contracts:

GARFIELD

- Bailey Pfaff – Special Education Director
- Joey Reed – ASB Coordinator
- Joel Stevens – HS Pep Band Advisor
- Nate Holbrook – Activities Director
- Christian Hilborn – Head Football Coach
- Cole Peterson – Assistant Football Coach
- Lola Edwards – Cross Country Coach
- Tiana Fox – Head Volleyball
- Stevie Pfaff – Assistant Volleyball
- Marissa Morris – HS FFA Assistant Advisor

PALOUSE

- Special Education Director Alisa Vulliet
- High School Annual John Gehring
- High School AV Advisor John Gehring
- National Honors Society Advisor Diane Mylett
- HS Knowledge Bowl Noel Akin & Tonya Knauff
- HS Robotics/Engineering Advisor Robert Lopez

- HS FFA Advisor Ryan Burtchett
- HS Game Club Fiona Quigley
- HS Athletic Director Garrett Parrish
- HS Cross Country Coach Gavin Merritt
- HS Cross Country Assistant Coach Justin Brown
- HS Volleyball Coach Sarah Foss
- HS Volleyball Assistant Coach Shealyn Holbrook

MOTION: A motion to approve the Consent Agenda was made by Jess Smith and seconded by Jamie Slocum. The motion passed with the following roll call vote:

Jamie Slocum - Aye	Vanessa Moore - Aye
Jess Smith - Aye	John Schaut – Aye
Alex Anderson - Aye	Justin Honcoop – Aye
Olivia Brackett - Aye	

V. OLD BUSINESS:

A. Recommendation to ratify Certificated Collective Bargaining Agreement.

1. Salary Increase **–** Flat $2,000 increase per cell on the pay matrix.
2. 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 as needed to fulfill job responsibilities.

MOTION: A motion to ratify the Certificated Collective Bargaining Agreement as presented was made by Jess Smith and seconded by Justin Honcoop. The motion passed with the following roll call vote:

Jamie Slocum - Aye	Vanessa Moore - Aye
Jess Smith - Aye	John Schaut – Aye
Alex Anderson - Aye	Justin Honcoop – Aye
Olivia Brackett - Aye	

VI: NEW BUSINESS:

A. Review of cell phone policy and procedures:

Tom Korst: I am asking for the welfare of kids, teachers and parents, that we leave the cell phone in the lockers. There could be an exception out there that could happen but cell phones during the day just usually end up being a problem. Sandra and Tom both agreed that if they see the cell phone out then it goes with them.

Sandra Krause-Ayers: I think the board does need to move forward with adopting a policy as we can do a work study over the year and make sure that we get the public input on it as well. It is a hot button. Our elementary students put their phones in their lockers, the high school studies have a little bit more freedom because they are high schoolers. They should not have it out in the classroom. They can have their phone out during the

passing periods as they move from class-to-class. They should not have it in the restroom with them or on restroom breaks. They can have it during lunch and brunch, and then before and after the day. We want to give them that autonomy to be able to manage something on their own, but sometimes we have to manage it.
John Schaut: I was just wondering if you are getting flack back on this.
Sandra Krause-Ayers: I was getting flack last year and this year I am not taking no flack. We have some younger high school teachers that really struggle with this. I had a conversation with our teachers today that if I see them out I am taking them and we will have a conversation about this. It is really about supporting each other on the staff, and the reason of why we are in school.
Olivia Brackett: How does this work with students with special needs.
Sandra:
Jamie Slocum: There is a lot of data and reasons to support this policy. I am curious on what is a strong argument that is being made on why they should be allowed.
Sandra Krause-Ayers: "I need to be able to get a hold of my kid during the day."
Olivia Brackett: How does the policy consider anything that is like a medical condition, such as diabetics often have things on phones as far as measurements and readings and such, that it is technically considered a medical device at that time.
Sandra: If there are medical conditions, we would put that within the care plan and that would be something that the teacher would receive and know that it is part of his or her care plan and that this needs to happen. More discussion followed.

VII: REPORTS:

a. Superintendent reports:

Sandra Krause-Ayers and Tom Korst went over the SWIS/PBIS presentation. Discussion followed.

V. ADJOURNMENT: A motion to adjourn was made at 8:53 p.m. by Jess Smith and seconded by Jamie Slocum.

Board Chairman: _____

Superintendent: _____

Board Chairman: _____

Superintendent: _____