

BOARD MEETING
Tuesday, October 24, 2023 at 6:00pm
MINUTES

- I. REGULAR MEETING CALLED TO ORDER – Roll Call, Flag Salute
Called to order at 6:00pm. Attendance: Bill Barnet, Josh Cunningham, Mary Fickett, Michelle Matheson, Shirley Towne, 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)
Mary Fickett made a motion to approve the Agenda as presented. Motion carried.
- IV. APPROVAL OF MINUTES
 - a. September 26, 2023 Meeting Minutes (H000.1)
Mary Fickett made a motion to approve the Minutes for September 26, 2023 as presented. Motion carried.
- V. FINANCIAL REPORT
 - a. Budget Status Report (H001)
 - b. Cash Flow Spreadsheet (H002)
 - c. AP Invoice Spreadsheet (H003)
 - d. Enrollment Report (H004)
Debi Johnson gave the financial report.
- VI. CONSENT AGENDA
 - a. Payroll: September 2023 Final: \$108,659.52
 - b. General Fund AP Vouchers, pre-approved/ due before this Board meeting:
10/4/23, #44650468, \$1,331.88, Employment Security Dept-Qtrly PFML
10/4/23, #44650469, \$1,327.05, Employment Security Dept-Qtrly WaCares
10/20/23, #4601819–4601824, \$4,413.72, GF AP Vouchers
10/24/23, Wire Transfer #201900053, \$378.53, Department of Revenue
-3rd Qtr Comp Tax
 - c. General Fund AP Vouchers: 10/24/23, #4601825– 4601847, \$21,923.18
 - d. Pre-approve Payments due before the next Board meeting:

General Fund AP Vouchers: Phone, utility and Amazon Pay by Invoice bills

Capital Projects Fund AP Vouchers:

10/31/23, #4698050, \$30,200.00 - DES

10/31/23, #4698051, \$____, Apollo Solutions Group-finalize the building grants

- e. Payroll: 10/31/23, estimate: \$108,650.00
- f. Accept donation from Emerald Towns Alliance
 - i. Blinds for classrooms - \$1,300
 - ii. Blinds for gym – Fox's Draperies - \$1,490.19 (H01)
- g. Approve payment to Fox Draperies on day of installation, instead of waiting for a check
- h. Second Read: Policy 3432 Emergencies (H02)
- i. Second Read: Policy 6022 Minimum Fund Balance (H03)
- j. Hire of new Washington Reading Corps member – Erin Soehl
- k. Hire of new kitchen staff
- l. Plan for 4H coverage
- m. Cleaning Contract 23-24 (H04)

Mary Fickett made a motion to approve the Consent Agenda as presented.

Motion carried.

VII. Action Item

- a. Laptop Replacement Plan (H05)

Mary Fickett made a motion to accept the Laptop Replacement Plan. Motion carried.

VIII. STATUS OF THE SCHOOL – SUPERINTENDENT’S REPORT

- a. Farm to School grant has been submitted (\$40,000)
- b. Regional Gates Horizon Grant submitted with West Sound STEM moves to finals
 - i. Post secondary preparation
 - ii. Per district funding - \$25,000 per year of grant – 3-year grant cycle
- c. Working with Josh on the Outdoor Education Grant – \$25,000 - \$35,000
- d. Added signage on Dosewallips Road and Schoolhouse Road
 - i. Thank you, Bill Barnet, Jefferson County Public Works, & Logon Brown
- e. In case anyone wants to register for the Jumping Mouse Turkey Trot – 11/18
 - i. in person, virtual, or a couch participant - \$30-\$35 per person
<https://www.jumpingmouse.org/>
- f. School event/activity updates
 - i. Run Club update (H07)
 - ii. Fall festival report
 - iii. Fun Friday – October 6 & December 15
 - iv. Fire Department visit on 10/12 for Fire Safety Week
 - v. School Picture Retake Day – October 25 – thank you, Alicia


- vi. Kindness Club – 7-week sessions for 7th & 8th grade – Benji Project
 - g. Community connections/district support
 - i. ETA school update presentation – 10/9/23
 - ii. Jumping Mouse board meeting – 10/18/23
 - iii. West Sound STEM leadership & executive board meetings – 10/20/23
 - 1. Presentation of the Brinnon Story at this meeting with Chris Reykdal present
 - iv. Jefferson County Chamber of Commerce – Joint Chamber presentation – 11/3
 - v. Washington Student Achievement Council dinner – 11/7/23
 - h. School calendar updates
 - i. Parent-teacher conferences – 11/7, 8, & 9
 - ii. Thanksgiving break – 11/20-24
 - iii. Winter Program – 12/14 @ 6:00 – we will put a “Good News of the Brinnon School” article on the back of the program
 - iv. Alicia – approximately 24 students sing at Senior Soup – Dec. 11th or 18th - Beathard gives levy talk after
 - i. JCEP – next meeting - December 4 @4:30 in Port Townsend
 - i. Mary and Shirley assigned to JCEP
- IX. Levy Discussion
- a. Levy talks
 - i. ETA on 10/9/23
 - b. What are next steps in levy process
 - i. Levy plan - Would it be possible to have a 30-minute special board meeting on Wednesday, November 15 at 3:30 to discuss the levy plan
 - ii. Submit “2024MultiyearLACombined-Brinnon-Feb24” file to OSPI which contains the Enrichment Levy Pre-Ballot Approval Form. OSPI must approve the Pre-Ballot Approval Form prior to the Resolution.
 - iii. Pro and Con committees/statements for the 5voter’s pamphlet
 - 1. If we are unable to come up with a pro or con committee, the County Election Office will put a request on their website and Facebook page, and will send notification to the newspaper
 - iv. Board approval of resolution by November 28 meeting
 - v. Resolution due to County by December 15
 - vi. Publicity & brochure (ballots mailed January 24)
- X. FACILITIES
- XI. BOARD MEMBERS REPORTS

- a. Bill Barnet did more research into the cost of Equity Training. Legislation did not provide for covering the cost of training this year.

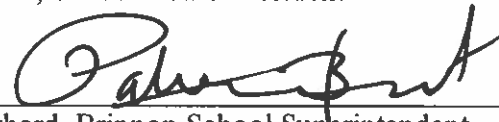
XII. AUDIENCE PARTICIPATION

XIII. ADJOURNMENT

Mary Fickett made a motion to Adjourn the meeting at 7:05pm. Motion carried.

Approval: 
William Barnet, School Board President

Date: 11/28/23

Approval: 
Patricia Beathard, Brinnon School Superintendent

Date: 11/28/23