

BRINNON SCHOOL DISTRICT #46

46 Schoolhouse Rd.  
Brinnon, WA 98320

## BOARD MEETING

August 17, 2021 at 6:00

Zoom: <https://us02web.zoom.us/j/83838728772>

### - Minutes-

- I. **REGULAR MEETING CALLED TO ORDER – ROLL CALL-FLAG SALUTE**
- II. **AUDIENCE PARTICIPATION/AGENDA ITEMS** Agenda items are welcome, but depending on time, these issues are at the discretion of the board chairman 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.  
*Mary Fickett, Shirley Towne, Joe Baisch, Ron Stephens, Superintendent Patricia Beathard, Bill Barnet*
- III. **APPROVAL OF AGENDA (H)**  
*Mary Fickett made a motion to accept the Board Meeting agenda as presented. Motion carried.*
- IV. **APPROVAL OF MINUTES**
  - A. July 20, 2021, Board Meeting minutes. (H)  
*Mary Fickett made a motion to accept the July Board Meeting Minutes. Motion carried.*
- V. **FINANCIAL REPORT**  
*Debi Johnson gave the financial report.*
- VI. **ACTION ITEMS**
  - A. Initiate a contract with DES to retain Apollo Solutions Group to conduct an investment grade audit (H)  
*Mary Fickett made a motion to initiate a contract with Apollo Solutions Group to conduct an investment grade audit. Motion carried*
  - B. Brinnon School Employees Agreement - certified (shared H)  
*Mary Fickett made a motion to approve the Brinnon School Employees Agreement – certified. Motion carried.*
  - C. Resolution #275-21 – Washington Interscholastic Activities Association (WIAA) Resolution (H)  
*Joe Baisch made a motion to approve Resolution #275-21.*
- VII. **CONSENT AGENDA**
  - A. Payroll: 7/30/21, Final: \$93,531.50
  - B. Capital Projects AP Voucher: #4698017, 7/23/21, \$1,671.70
  - C. General Fund AP Vouchers: #4600920–4600948, 8/18/21, \$18,454.61
  - D. Capital Projects AP Voucher: #4698018 - 4698019, 8/18/21, \$11,756.63
  - E. Payroll: 8/31/21, estimate: \$96,113.96
  - F. Resolution #273-21 Transfer to Transportation Vehicle Fund

G. School Board Meeting Schedule 2021-2022 (H) – *The December date was changed to Thursday December 16, 2021.*

H. Stipends

- a. COVID-19 Testing Manager & Learn to Return Coordinator (H) - Britney Edwards
    - i. 1-2 hours per day (based on funding) + 5 hours of training
  - b. Webmaster (H) –~~Britney Edwards~~
  - c. High School & Beyond/College Bound (H) –~~Heidi Budnek~~
  - d. Managing Teacher (H)
  - e. ALE (H)
  - f. National Board Certification (H)
  - g. Run Club (H)
  - h. Music Performance (H)
- I. Enrollment stipend: \$1,500 per teacher, prorated by FTE for 2020-2021 (if Brinnon School Employee certified agreement is approved) (H)
- J. Out-of-endorsement teacher
- a. Heidi Budnek – all non-ELA courses
  - b. Tirzah Small – all non-Math courses
    - i. Holds a conditional certificate
    - ii. Awaiting issuance of certificate (8/5: Pending Review at OSPI)
- K. Plan for out-of-endorsement areas – Budnek & Small (H)
- L. Brown - Conditional Certificate, expires 6/30/23
- M. Certified substitute pay – increase from \$130 to \$135; half day from \$71.50 to \$74.50 (H)
- N. COVID-19 leave not extended, unless extended by federal or state government
- O. COVID purchase (FEMA): Alen Air Purifiers, \$9,712.14 (H)
- P. COVID purchase (FEMA, if approved): picnic tables for education & lunch outdoors - not to exceed \$15,000.00
- Q. Emergency Connectivity Fund – grant application
- a. They provide \$400 per laptop (\$36,000) & we will likely spend \$500 on each (\$9,000)
  - b. We will add Wi-Fi hotspots for families – cost here TBD, not to exceed \$5,000
- R. Modular Building: Change Order #4 – Awning for porch/ramp: \$10,000  
*Ron Stephens made a motion to accept the Consent Agenda as modified of G, H and R. Motion carried.*

### **VIII. STATUS OF THE SCHOOL - SUPERINTENDENT'S REPORT**

- A. Meet the Teachers – Thursday, August 26 @ 4:00
- B. Kaleidoscope Play & Learn – two days per week
  - a. Pay \$2,000 this year to fund the second day (other funding comes from First Step Family Support Center) - previously approved
  - b. First Step has hired Heather Lax to teach the program in 3 locations
- C. Mason County PUD and Hood Canal Communications letter of support (H)
- D. Learn to Return registration is complete, 160 rapid COVID tests have arrived - program update
- E. WSRMP Risk Services - White Paper on School Board Liability: Guidance for Members (H)
- F. WSRMP Coverage Agreement Letter & Coverage Agreement (Hx2 - shared)
- G. Thank you to Maureen Steber for the donation of school supplies and backpacks(H)
- H. Open House combined with new modular ribbon cutting – tentatively scheduled for Tuesday, October 12 – TBD based on completion of project

### **IX. FACILITIES**

A. Modular building - \$350,000 - \$185,000 = \$165,000 – we have used \$13,207 of the budgeted overage.

Elevation certificates	<b>\$2,400</b>
Wetland & Habitat Survey	<b>\$4,228</b>
Permit	<b>\$1,773</b>
Tree cut to ground level & cleanup – Justin Reeves	<b>\$2,198</b>
Removal of fire alarm items- save for new modular building	<b>\$2,608</b>
Site Work (CO #3), Project Management	\$40,654
Concrete/Foundation - billing soon	\$35,220
Transport Building – billing soon	\$7,683
Install Building – billing soon	\$26,159
Install Electricity	
Re-install fire alarm sys	
Re-install and modify front ramp	\$5,543
Install emergency exit stairs	\$4,135
Move power/cable for internet dish – K20/Star Touch - billed to District?	
Interior internet wiring	
Moving in	

B. Modular building updates  
     - Change order #3 - ground prep (Hx2)

C. Planning Grant

D. Trees

**X. BOARD MEMBERS REPORTS**

**XI. AUDIENCE PARTICIPATION**

**XII. Executive Session**

A. Review the performance of a public employee

*Executive session was estimated to take 15 minutes. Executive session started at 6:51pm and ended at 7:09pm.*

**XIII. ACTION ITEM:**

A. Superintendent Contract

*Made a motion to offer Patricia Beathard a 3-year contract with a 4.3% raise. Motion carried.*

**XIV. ADJOURNMENT**

*Ron Stephens made a motion to Adjourn the Board Meeting. Motion Carried. Adjourned at 7:13pm*