

## BOARD MEETING

**Tuesday, February 27, 2024 at 6:00pm**

## MINUTES

I. REGULAR MEETING CALLED TO ORDER at 6:01pm – Roll Call, Flag Salute

*Attendance: Mark Fickett, Shirley Towne, Bill Barnet, Josh Cunningham, Michelle Matheson, and 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 accept the Agenda as presented. Motion carried.*

IV. APPROVAL OF MINUTES

- a. January 23, 2024 Meeting Minutes (H000.1)

*Mary Fickett made a motion to approve the January Minutes 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: January 2024 Final: \$107,109.75
- b. Vouchers, pre-approved/due before this Board meeting:  
GF AP Vouchers, 2/16/24, #4601937–4601944, \$2,484.71
- c. General Fund AP Vouchers, 2/28/24, #4601945–4601970, \$42,030.73
- d. GF AP ACH Reimb. Vouchers, 2/28/24, #9000001005–#9000001009, \$1,314.69
- e. CPF Voucher, 2/29/24: #4698053 \$85,842.04
- f. Pre-approve Payments (3/15/24) due before the next Board meeting:  
General Fund AP Vouchers: Phones, utilities, copier lease, Amazon Capital, credit card:  
estimate: 5,865.00
- g. Payroll: February 2024 estimate: \$106,300.00

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- h. Accept donation from Jefferson County Association of Realtors' Real Estate Professionals for Affordable Housing fund for "students who may need additional help throughout this school year to be used as discretionary funds" - \$625.00 (H01)
- i. Accept donation from Emerald Towns Alliance ShrimpFest's donation to student emergency fund – \$500.00
- j. Accept Digital Navigation grant funding - \$25,248 (~~H02~~)
- k. Approve Digital Navigation Stipend (H03)
- l. Approve Healthy Kids, Healthy Schools – playground equipment selection (H04)
- m. Approve Healthy Kids, Healthy Schools – basketball court
- n. Accept Towne Resignation (H05)

*Josh Cunningham made a motion to accept the Consent Agenda as presented. Motion carried.*

VII. JUMPING MOUSE PRESENTATION

- a. Hearts in Bloom Dinner – Saturday, March 23 5:30 – 9:30 – Fort Worden

VIII. ACTION ITEMS

- a. Tree cutting/trimming - see quotes and decide on tree cutting
  - i. Mason County PUD #1 suggests we cut 3 cherry trees on Schoolhouse Rd. In front of the building and the 2 on the street near the parking lot
  - ii. WSRMP suggests we check with our local PUD for guidance
  - iii. Staff is supportive of cutting those trees and replanting the cherry trees with some sort of tree

*Mary Fickett made a motion to not exceed \$6000 to grind stumps and trim trees on school property. Motion carried.*

- b. Gym painting next steps

*Josh Cunningham made a motion to table the gym painting to a later date for more information and bids. Motion carried.*

IX. STATUS OF THE SCHOOL – SUPERINTENDENT'S REPORT

- a. Levy update
  - i. Final results statewide (H06)
  - ii. Brinnon historical passing rate (H07)
- b. Jacob Rember
  - i. E-Rate updates
  - ii. Cybersecurity
  - iii. Phone timeline & improved savings
  - iv. New website
  - v. AI video
  - vi. Birth – 3 – Child Find
- c. Thank you notes sent to Rhonda Lorenzen from Brinnon and Susan Lewis from Edmonds for the generous donation of coats and clothing for students in need (card has been sent)
- d. 2024-2025 school year calendar

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- e. Review Policies suggested by WSRMP to add to the Volunteer Packet
  - i. 5253 Maintaining Professional Staff/Student Boundaries (H08)
  - ii. 3205 Sexual Harassment of Students Prohibited (H09)
  - iii. 3143 Students District Notifications of Juvenile Offenders (H10)
  - iv. 5011 Sexual Harassment (H11)
- f. Washington Association of School Administrators (WASA) Awards Dinner – Monday, April 29 – 6:00 – 9:00 p.m. – Suquamish Clearwater Resort - \$45/ticket
  - i. Nominee(s)
  - ii. Who would like to attend?
- g. Josh Cunningham resigning from BSA Camp Parson's position (H12)

Patricia Beathard gave the Superintendent Report.

#### X. FACILITIES

- a. Summer Facilities Project – update (H13)
- b. Look at completed lighting updates

Patricia Beathard gave the Facilities rep

#### XI. BOARD MEMBERS REPORTS

- a. Josh Cunningham Budget and Finance Committee feels the 2023-2024 Budget is in good standing. The committee does not recommend any changes for the budget for the 2024-2025 SY. ESSER dollars will not be available in 2024-2025 SY, resulting in a loss of \$100,000. The Intensive Tutor will not be available in the 2025-2026 SY, resulting in a loss of \$90,000.
- b. Bill Barnet is putting on hold the push for an initiative of a sales tax for schools.
- c. Josh Cunningham and Michelle Matheson attended a business owners' meeting regarding the Black Point Project. Josh feels it is a good thing for the school.

#### XII. AUDIENCE PARTICIPATION

#### XIII. ADJOURNMENT

Shirley Towne made a motion to adjourn the meeting at 7:44pm. Motion carried.

Approval: William Barnet  
William Barnet, School Board President

Date: 3/24/24

Approval: Patricia Beathard  
Patricia Beathard, Brinnon School Superintendent

Date: 3/24/24