

## BOARD MEETING

**Tuesday, May 28, 2024 at 6:00pm**

### MINUTES

**I. REGULAR MEETING CALLED TO ORDER at 6:00pm – Roll Call, Flag Salute**

*Attendance of Directors: Michelle Matheson, Bill Barnet, Joshua Cunningham, Summer Ventura;  
Non-voting Secretary to the Board: 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.

*Audience: Tirzah Small*

**III. APPROVAL OF AGENDA (H000)**

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

**IV. APPROVAL OF MINUTES**

- a. August 2023 Retreat Meeting Minutes (H000.1)
- b. April 23, 2024 Meeting Minutes (H000.2)

*Joshua Cunningham made a motion to approve the minutes for August 2023 Retreat Meeting and the April 23, 2024 Meeting as presented. Michelle Matheson seconded the motion. Motion carried.*

**V. ACTION ITEMS**

- a. Approve Camp Parsons Rental Letter of Agreement for June 2024 Outdoor Learning dates (H04)
- b. Approve Camp Parsons Rental Letter of Agreement for June 3, 2024 JCEP (H05)

*Summer Ventura made a motion to approve the Camp Parsons Rental for the June 2024 Outdoor Learning dates, as well as approve the Camp Parsons Rental Letter for June 3 for JCEP. Michelle Matheson seconded the motion. Joshua Cunningham abstained. Motion carried.*

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

- a. Board meetings 6:00 on the following dates

- i. June 25 (Tuesday) in modular
  - ii. July 25 (Thursday) in modular
  - iii. August 27 (Tuesday) 4:00 Board Retreat/6:00 Meeting
- b. June & July meetings – modular classroom or community center?
  - i. Cost: \$25/meeting at community center
- c. Reduction in Force – budget management
  - i. Teacher contract language: In the event the District determines there is cause for a reduction in the employment force of the District, such reductions shall be made in writing by May 15<sup>th</sup> of the current school year, or June 15 as provided under RCW 28A.405.210 or RCW 28A.405.220
  - ii. Related financial considerations
    - 1. Loss of ESSER funds fall 2024
    - 2. Anticipated loss of Intensive Tutor grant funding at the end of 2024-2025 school year
  - iii. There is no recommendation for a RIF now. We will watch our budget closely and begin discussions earlier than usual, in December and/or January of the 24-25 school year
- d. June 18 – we need to be out of the main building for asbestos abatement
  - i. Office staff – June/July work locations
- e. Bus delivery – September 2024
- f. Facilities updates
  - i. Construction meeting notes are being emailed to you weekly (if new information is presented)
  - ii. Playground
  - iii. Basketball court
  - iv. Roof
- g. Outdoor Education 2024-2025 – OSPI (Office of Superintendent of Public Instruction) funds \$125 per student per day for 5<sup>th</sup> & 6<sup>th</sup> grade students. It was previously a grant we applied for. We received \$7,500.
- h. JCEP Reminder – Monday, June 3 – 4:30 – 6:00 @ Camp Parsons
- i. Upcoming Events
  - i. May 31 – 8<sup>th</sup> grade trip to Defy Trampoline Park, King's Wok, and Quilcene High School for 8<sup>th</sup> grade introduction
  - ii. May 31 – 6:00 at Marina – Jumping Mouse Brinnon event
  - iii. June 3 – 5 – 3<sup>rd</sup> – 8<sup>th</sup> grade visits Camp Parsons for grant-funded outdoor education program
  - iv. June 6 – Field Day

- v. June 10 & 11 – Transitional Kindergarten – 2<sup>nd</sup> Grade visits Camp Parsons
- vi. June 11 – 6:00 8<sup>th</sup> grade promotion
- vii. June 12 – Middle school field trip to Museum of Glass
- viii. June 13 – final awards assembly
- ix. June 14 – last day of school

VII. CONSENT AGENDA

- a. Approve purchase of new server, \$4,300.00 (estimate) (H01)
- b. Approve Annual ALE (Alternative Learning Experience) report (H02)
- c. Approve new reading curriculum – training and online component (H03)
- d. Accept resignation from Leo Watson and Shirley Wilson, janitorial service (H06)
- e. Payroll: April 2024 Final: \$108,006.32
- f. Vouchers, pre-approved/due before this Board meeting:
  - i. GF AP Vouchers, 5/21/24, #4602039–4602047, \$4,162.39
  - g. GF AP ACH Reimb. Vouchers, 5/29/24, #9000001098–#90001104, \$1,323.59
  - h. General Fund AP Vouchers, 5/29/24, #4602048–4602076, \$69,826.83  
\* Highlighted area added during meeting per Debi Johnson
  - i. CPF Vouchers, 5/31/24: #4698060–#4698061, \$175,518.43
  - j. Pre-approve Payments (6/15/24) due before the next Board meeting:
    - i. General Fund AP Vouchers: Phones, utilities, copier lease, Amazon Capital, credit card: estimate: \$5,865.00
  - k. Payroll: May 2024 estimate: \$120,348.21

Joshua Cunningham made a motion to accept the consent agenda as presented. Michelle Matheson seconded the motion. Motion carried.

*"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, are approved for payment. In addition, payroll warrants in the amount of \$ are also approved.*

*(Fund Name)*

*Voucher numbers through*

*totaling \$ .*

*Payroll warrant numbers through*

*totaling \$ ."*

VIII. FINANCIAL REPORT

- a. Budget Status Report (H001)
- b. Cash Flow Spreadsheet (H002)
- c. AP Invoice Spreadsheet (H003)

- d. Enrollment Report (H004)
- IX. BOARD MEMBERS REPORTS
  - a. Bill Barnet shared a newspaper article from the Seattle Times
- X. AUDIENCE PARTICIPATION
- XI. ADJOURNMENT

Joshua Cunningham made a motion to adjourn the meeting at 6:31pm. Michelle Matheson seconded the motion. Motion carried.

Approval:  Date: 6/25/24  
William Barnet, School Board President

Approval:  Date: 6/25/24  
Patricia Beathard, Secretary to the Board