

# BOARD MEETING

## Tuesday, June 25, 2024 at 6:00pm

### MINUTES

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

*Attendance of Directors: Summer Ventura, Michelle Matheson, Bill Barnet, Joshua Cunningham;  
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: Scott Pedersen, Michael Schattenkerk, Mike Reynolds*

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

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

#### IV. APPROVAL OF MINUTES

- a. May 28, 2024 Meeting Minutes (H000.1)

*Joshua Cunningham made a motion to approve the minutes for May 28<sup>th</sup>, 2024 Meeting as presented. Summer Ventura seconded the motion. Motion carried.*

- b. June 3, 2024 Special Meeting Minutes (H000.2)

*Joshua Cunningham made a motion to approve the minutes for the June 3<sup>rd</sup>, 2024 Special Meeting as presented. Summer Ventura seconded the motion. Motion carried.*

- c. June 7, 2024 Special Meeting Minutes (H000.3)

*Joshua Cunningham made a motion to approve the June 7<sup>th</sup>, 2024 Special Meeting as presented. Summer Ventura seconded the motion. 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: May 2024 Final: \$120,348.21
- b. Vouchers, pre-approved/due before this Board meeting: GF AP Vouchers, 6/17/24, #4602078–4602089, \$7,500.47
- c. GF AP ACH Reimb. Vouchers, 6/26/24, #9000001135–#90001139, \$759.88
- d. General Fund AP Vouchers, 6/26/24, #4602090–4602112, \$24,236.48
- e. CPF Vouchers, 6/28/24: #4698062–#4698065, \$591,640.62
- f. Pre-approve GF Payments (7/15/24) due before the next Board meeting:
  - i. General Fund AP Vouchers: Phones, utilities, copier lease, Amazon Capital, credit card, server, PFML, WaCares, Comp Tax estimate, WSNA Conference, new hire – Kitchen Manager: \$12,986.00
  - ii. CPF AP Voucher: \$9,564.51 (retainage for HKHS playground project)
- g. Payroll: June 2024 estimate: \$126,306.17
- h. Approve Resolution #292-24, Cancellation of Warrant #4698054, 3/29/2024, Apollo Mechanical Contractors, \$103,837.94, and re-issue. (H005)
- i. Accept the playground portion of the Healthy Kids Healthy Schools Grant project – new play equipment and bark.
- j. Raise daily Cert sub rate – from \$145 - \$160
  - i. Quilcene - \$150 per day the 1st 30 times they sub. On the 31st occurrence, they go up to \$165 per day.
- k. Approve for teachers in main building – Construction Classroom Moving Stipend (H01)
- l. Purchase of carpet cleaner – not to exceed \$6,000 (H02)
- m. Approve ALE Annual Report (H03)
- n. Purchase of library storage – not to exceed \$12,000 (H04)

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

#### VII. STATUS OF THE SCHOOL – SUPERINTENDENT'S REPORT

- a. Walking tour of construction projects and progress
- b. Brinnon award from OSPI (H05)
- c. Non-high report- Thanks to Alicia for her hard work on this – it saved money
- d. Transportation congratulations memo (H06)
- e. Review Policy 1400 Conduct, Order of Business, and Quorum (H07)

- i. Effective June 30, 2024, all regular and special meetings of the board at which a final action is taken or formal public testimony is accepted, except executive sessions or emergency meetings, will be audio recorded and such recordings will be maintained for at least one year. The recording will include the comments of the directors, and the comments of members of the public if formal public testimony is accepted at the meeting.
  - ii. Subject to the limitations on identifiable records in Policy and Procedure 4040 and 4040P, board meeting recordings must be provided electronically to the public upon request. It is not a violation of policy or law if the district attempts to record a meeting in good faith and, due to technological issues, a recording is not made or if any or all of a recording is unintelligible. When possible, the district will make the content of school board meetings, or a summary thereof, available in formats accessible to individuals who need communication assistance and in languages other than English.
- f. Upcoming board meetings
- i. Thursday, July 25 – 6:00 in room 6
  - ii. Tuesday, August 27 – 4:00 Retreat & 6:00 Regular Board Meeting

*Patricia Beathard gave the Superintendent's Status of the School.*

- VIII. BOARD MEMBERS REPORTS
- IX. AUDIENCE PARTICIPATION
- X. EXECUTIVE SESSION

- a. Discuss the performance of a public employee

*The executive session is estimated to be 10 minutes. The executive session began at 6:40pm and ended at 6:58pm.*

XI. ADJOURNMENT

*Summer Ventura made a motion to adjourn the meeting at 6:59pm. Michelle Matheson seconded the motion. Motion carried.*

Approval:  Date: 7/25/24  
 William Barnet, School Board President

Approval:  Date: 7/25/24  
 Patricia Beathard, Secretary to the Board