

BRINNON SCHOOL DISTRICT #46  
46 Schoolhouse Rd.  
Brinnon, WA 98320

**BOARD MEETING**  
**February 16, 2021**  
**6:00 Board Meeting**

**Zoom:** <https://us02web.zoom.us/j/88268319497>

**- 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.
- Attendance: Ron Stephens, Superintendent Patricia Beathard, Joe Baisch, Mary Fickett, Shirley Towne*
- III. APPROVAL OF AGENDA (H)**
- Mary Fickett made a motion to accept the Agenda as presented. Motion carried.*
- IV. APPROVAL OF MINUTES**
- A. January 19, 2020 Board Meeting minutes (H)
- Mary Fickett made a motion to accept the January Board Meeting Minutes. Motion carried.*
- V. FINANCIAL REPORT**
- Debi Johnson gave the financial report.*
- VI. CONSENT AGENDA**
- A. General Fund AP Vouchers: #4600704 – 4600723, 1/25/21, \$20,187.26
- B. Payroll – January 29, 2021, Final: \$83,569.93
- C. Capital Projects AP Voucher: #4698005, 2/8/21, \$1,000.00
- D. General Fund AP Vouchers: #4600724 – #4600752, 2/17/21, \$21,517.30
- E. Payroll – February 26, 2021, estimate: \$82,967.18
- F. OSPI Reopening Plan
- G. COVID-19 leave – continue to provide as previously approved and use COVID/ESSR funds to cover the expenses

(H) indicates associated handout/documentation.

H. Roof Repairs (Black Paw Roofing)

- a. Bus barn 2 – remove old screws and put in bigger, better screws and repatch some holes - \$2,726
- b. Main building roof - patch three areas on main school roof - \$500. The plan is to winter patch now and when its warmer do more of a permanent patch.
- c. They report the main building roof also needs to be replaced.

I. ETA Shrimpfest request/Facilities Use Form (Hx2)

- a. Facilities use form
- b. Board member/staff present (precedent)
- c. Cleanup required
- d. COVID protocols required

J. OSPI plans to have a reopening plan update that will be due March 1. It will be similar to what we have now and in compliance with all requirements. They are not requiring board approval for this plan.

K. Policy 1450 Absence of a Board Member (H)

*Mary Fickett made a motion to accept the Consent Agenda as presented. Motion Carried.*

**VII. STATUS OF THE SCHOOL - SUPERINTENDENT’S REPORT**

A. Budget updates from ESD114 (JCEP) (H)

B. Policy 2340 Religious-Related Activities and Practices, first read (H)

C. Policy 6022 – Minimum Fund Balance, policy review(H)

- a. Update not necessary (H)
- b. 10% would be approximately \$162,000

D. Bus grant - we are 295 of 343 on the wait list

E. Adjusting activities to meet new COVID-19 restrictions.

- a. Preschool to the fire station
- b. Awards “assemblies” in the classroom
- c. Salmon release (gr. 5 – 8) scheduled for February 22

F. Superintendent collaboration/training

- a. 73 superintendent meetings with ESD114 since COVID shutdown (mostly 1-hour meetings), compared with 10 in a normal year.

G. School employee representation has officially changed from Washington Education Association (WEA) to Brinnon School Employees (self-representation)

I. Modular building order (H)

L. Public records request (H) - I have contacted:

- A. James Kennedy, prosecuting attorney Jefferson County

(H) indicates associated handout/documentation.

- B. Washington Association of School Administrators (WASA)
- C. WSRMP – our insurance company and John Fleming
- D. Greg Lynch, ESD114 superintendent
- E. Port Townsend City Council member, Arielle Speser
- M. Elementary and Secondary School Emergency Relief (ESSER) Fund Brinnon Allocation: \$145,909 – amount tentative – possible expenditures
  - a. Building air flow - Apollo evaluated
  - b. Windows & doors
  - c. Staffing to help students compensate for 2020 school closure
  - d. Cost of having longer and less crowded lunch and recess periods
  - e. Technology expenses
- N. Washington State Risk Management Pool (WSRMP), our insurance company, on rates increases: “In a match of last year, this very early, tentative indication is a **25% increase to the base rate.** Again, it is a worst-case scenario number and should come down by May.” Last year the prediction was 25% and the actual increase was 16%. 20-21 Invoice: \$14,162.00  
25%=\$3,540.50

**VIII. FACILITIES**

- A. Modular building update - not to exceed \$260,000 (H)
  - a. (\$260,000 - \$187,000 = \$73,000)
  - b. Elevation certificates – approximately \$2,400
  - c. Required for permitting – Wetland & Habitat Survey, Habitat Management Plan, Wetland Rating & Report = \$5,900 (estimate)
- B. Marquee update
- C. Small Rural School Modernization Grant

**IX. BOARD MEMBERS REPORTS**

**X. AUDIENCE PARTICIPATION**

**XI. ADJOURNMENT**

*Mary Fickett made a motion to Adjourn the meeting. Motion carries. Adjournment at 6:50pm*

(H) indicates associated handout/documentation.