

BOARD MEETING
Wednesday, August 23, 2023 at 6:00pm
MINUTES

- I. REGULAR MEETING CALLED TO ORDER – Roll Call, Flag Salute
Attendance: Josh Cunningham, Bill Barnet, Shirley Towne, Michelle Matheson, Patricia Beathard - Superintendent. Not in attendance: Mary Fickett
- 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 in attendance: Lisa Johnston, Pam Fields, Tirzah Small, Casey Bingham
- III. APPROVAL OF AGENDA (H000)
Shirley Towne made a motion to approve the Agenda as presented. Motion carried.
- IV. APPROVAL OF MINUTES
 - a. July 18, 2023 Meeting Minutes (H000.1)
- V. *Josh Cunningham made a motion to approve the Minutes as presented. Motion carried.*
- VI. 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.*
- VII. CONSENT AGENDA
 - a. Payroll: July 2023 Final: \$109,368.54
 - b. Capital Project Fund AP Vouchers, pre-approved:
 - 7/20/23, #4698045, \$17,500, Parking Lot – down payment
 - 7/25/23, #4698046, \$300, Parking Lot – Road Approach Permit
 - 8/2/23, #4698047, \$17,500, Parking Lot – 2nd 1/3 payment
 - 8/2/23, #4698048, \$2,333.33, Parking Lot – 2/3 of rock barrier
 - _____, #4698049, \$27,732.50, Parking lot – Final payment
 - c. General Fund AP Vouchers, pre-approved:
 - 7/26/23, #4650413, \$1,377.04, PFML Qtr2 payment (part of payroll)
 - 7/27/23, #4601745, \$201.39, Newsletter postage
 - d. General Fund AP Vouchers: 8/17/23, #4601746 – 4601774, \$19,206.49

- e. Pre-approve General Fund AP Vouchers: Payments due before the next Board meeting – FY ends 8/31/23.
Re-Issue canceled PFML Warrant – deductions due to employees
8/31/23, Employment Security, WRC Fee (spend out 22-23 LAP funds)
9/1/23, Employment Security, WRC Fee (balance due, 23-24 LAP funds)
- f. Payroll: 8/31/23, estimate: \$99,965.00
- g. Teacher out-of-endorsement plans & approval (H01)
- h. Conditional Teaching Certificates – plans and approval (H02)
- i. Stipends (H)
 - i. High School and Beyond College Bound (H03)
 - ii. Managing teacher when Superintendent is off campus (H04)
 - iii. ALE (H05)
 - iv. National Board Certification (H06)
 - v. Run Club (H07)
 - vi. Music Performance (H08)
 - vii. Movie Making Club (H09)
 - viii. Yearbook Advisor (H10)
 - ix. Student Growth Goals (H11)
- j. Second Read on Policy 2230 Transition to Kindergarten Program (H12)
 - i. Updated 7.2023. Based on last-minute revisions to the emergency rules, WSSDA has deleted a sentence from Model Policy 2230 – Transition to Kindergarten. This deletion allows school districts greater flexibility to create a screening process and tools that best meet the needs of their community.

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

VIII. Action Item

- a. Brinnon School Employees Agreement (H13)
Josh Cunningham made a motion to accept the Brinnon School Employee Agreement for next two years. Motion carried.
- b. Board roles & responsibilities
 - i. *Shirley Towne nominated Michelle Matheson for Legislative Representative. Seconded. Nomination accepted. Motioned carried.*
 - ii. *Shirley Towne nominated Josh Cunningham for Vice Chair. Seconded. Nomination accepted. Motion carried.*
 - iii. *Josh Cunningham nominated Bill Barnet for President. Seconded. Nomination accepted. Motion carried.*

iv. Josh Cunningham and Shirley Towne were appointed JCEP Representatives.

IX. STATUS OF THE SCHOOL – SUPERINTENDENT’S REPORT

- a. 2023-2024 - Board meeting calendar for publication finalized (H14)
- b. Upcoming Dates
 - i. Meet the Teacher – Thursday, August 24 @ 3:00
 - ii. First Day of School – Monday, August 28
 - iii. Picture Day – Wednesday, September 6 – do we want a board picture?
 - iv. Open House – Thursday, September 21 4:30pm Dinner, 5:30pm
- c. Summer School Update (H)
- d. General Assembly and DA4 Elections (H15)
- e. Annual ALE Report (H16)
- f. First Read Policy 6210 – Purchase Authorization Control (H17)
 - i. Superintendent spending authority – _____
- g. 2023-24 - Minimum Basic Education Requirement Collection (H18)

X. FACILITIES

- a. Parking lot update

XI. BOARD MEMBERS REPORTS

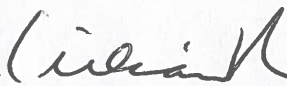
- a. *Resolution 289-23 Transfer from General Funds to Transportation*

XII. AUDIENCE PARTICIPATION

- a. *Lisa Johnson – thank you to the board members*

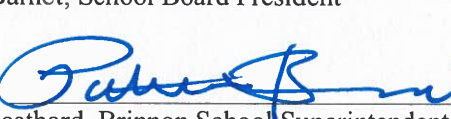
XIII. ADJOURNMENT

Josh Cunningham made a motion to Adjourn the meeting at 7:00pm. Motion carried.

Approval: 

 William Barnet, School Board President

Date: 9/26/23

Approval: 

 Patricia Beathard, Brinnon School Superintendent

Date: 9/26/23

