**Brewster School District**

**Regular Board Meeting**

**August 28, 2023**

**Call to Order**

The meeting was called to order at 7:00 p.m., with Vice Chairman Rice leading the flag salute and welcoming staff.

Board members present: Peggy Rice, Hector Aparicio, and Mario Camacho.

Staff Present: Lynnette Blackburn, Superintendent/Secretary of the Board; Estella Martinez, Recording Secretary; Juan Hernandez, Business Manager; Tram Hiltz, TK-2nd Elementary Principal; Garrett Grant, 3rd- 5th Elementary Principal; Greg Austin, MS Principal; Kayla Johanson, Special Education Director; and Todd Phillips, HS Principal.

**Additions & Deletions**

None

**Reports**

Budget

Juan Hernandez, Business Manager, gave an overview of the financial fund balances accounts. In the General Fund as of July, 92% of the fiscal year had elapsed. In the Capital Project Fund an error of approximate $26,000 occurred to GEOPROFESSIONAL, which has since been refunded.

Elementary 3rd-5th

Garrett Grant, 3rd-5th Elementary Principal, has been busy with the Elementary retreat days. Staff during these days were focusing on the following building goals:

* Climate & Culture
* Curriculum Implementations
* Reading Fluency
* PBIS

Mr. Grant shared there has been a lot of staff changing and new staff in the Elementary.

Elementary TK-2nd

Tram Hiltz, TK- 2nd Elementary Principal, thanked the board for approving the funds to purchase the two i-Ready Math and Reading curriculums. Elementary teachers have been focusing on developing mathematical thinkers using Try-Discuss-Connect instructional framework and using i-Ready student data to plan for instruction.

Special Education

Kayla Johanson, Special Education Director, announced the exiting news of the new swing installed for students who do not have the core strength to hold themselves on a regular swing.

Mrs. Johanson shared preschool’s first day of school will be September 12th with six students in each class. Allowing students from the community to attend to model for our students’ who have special needs. She also wanted the board to start thinking of the possibility of having a backup plan for the special education bus in case the lift for the wheelchair stops working.

High School

Todd Phillips, High School Principal, stated he will be working with the four new HS hires in getting them an experienced mentor teacher to support them better in the classroom as they have not had previous teaching experience in the past.

Mr. Phillips will continue to track attendance and student success data to improve students’ academic success. He spoke with the board about Academic Rigor and why it is important to give the students the correct tools that they will need to meet academic challenges. They will continue “Bear of the week” to motivate students.

Middle School

Greg Austin, MS Principal, stated his retreat days were filled with a lot of great information. After MS implemented PBIS, referrals numbers have dropped from 700 to about 25. Students are still recovering from Covid year. There were no growth scores in the Smarter Balanced state test, but students are slowing showing growth. Mr. Austin has also purchased SCI kits to save money in the future.

Mr. Austin shared the new MS Staff names and who they are replacing:

* Stephanie Schroeder replacing Jill Malone in Special Education
* Jill Malone replacing Miguel Garcia in 8th grade Math
* Julie Middleton-Duran replacing Kyona Cavadini in ELA
* Kelly Brown replacing Travis Todd in PE

Athletics

Mr. Austin, Athletic Director, shared Fall sports are having a great kick off to the season with great numbers, but they are still looking for a c-team volleyball coach.

Superintendent

Lynnette Blackburn, Superintendent, stated herself and the district office staff have been keeping themselves busy with the preparation of the 20 new employees and with the beginning of a new school year. In order to better support the new staff Mrs. Balckburn has organized a New Staff Orientation Day for them.

**Curriculum and Instruction**

None

**Important Dates**

* August 28 Mon. Board Meeting
* August 28 Mon. First day for certified staff
* August 29 Tues. First day for all staff
* August 30 Wed First day of school with students
* September 4 Mon. Labor Day
* September 8 Fri. Teacher Day
* September 25 Mon. Board Meeting

**Consent Agenda**

Director Aparicio moved, Director Camacho seconded, to approve the Consent Agenda which included the following:

* County Treasurer’s Report
* Minutes of Regular Meeting – July 24, 2023
* Payroll Check No. 338661 through Check No. 338683 Totaling $1,150,350.20.
* General Fund Check No. 338684 through Check No. 338751 Totaling $200,868.68.
* Capital Projects Check No. 338752 through Check No. 338757 Totaling $41,854.53.
* ASB Fund Check No. 338758 through Check No. 338762 Totaling $2,539.31.

Motion carried 3-0

**Business & Finance**

**Contracts**

Director Camacho moved, Director Aparicio seconded, to approve the contracts as presented.

* 2023-2024 ESD Frontline/Aesop
* 2023-2024 IEP Online Translation
* 2023-2024 OT/PT Contract

Motion carried 3-0.

Director Aparicio moved, Director Camacho seconded, to approve the Special Board Meeting on September 6th.

Motion carried 3-0.

Director Aparicio moved, Director Camacho seconded, to approve the PAC meeting schedule for the school year 2023-2024 as presented.

Saturday, October 21st, 2023, from 1:30-6:30 pm

Monday, November 6th, 2023, @ 6:30 pm

Monday, December 4th, 2023, @ 6:30 pm

Monday, January 8th, 2024, @ 6:30 pm

Monday, February 5th, 2024, @ 6:30 pm

Monday, March 4th, 2024, @ 6:30 pm

Monday, April 13th, 2024, @ 6:30 pm

Motion carried 3-0.

Director Camacho moved, Director Aparicio seconded, to approve the Policies/Procedures as presented.

* B 1220 Board Officers and Duties of Board Members
* B 1611 Conflicts of Interest (Districts with fewer than 2000 Students
* P 2161 Special Education and Related Services for Eligible Students
* P 3122 Excused and Unexcused Absences Procedure
* P 3230 Searches of Students and Student Privacy Procedure
* P 3421 Child Abuse and Neglect Procedure
* P 3432 Emergencies Procedure
* P 3530 Fundraising Activities Involving Students Procedure
* P 4060 Distribution of Informational Procedure
* P 4218 Language Access Procedure
* P 3205 Sexual Harassment of students Prohibited
* 5001 Hiring of retired school employees
* B 1400 Meeting conduct, Order of Business and Quorum
* B 1420 Proposed Agenda and Consent Agenda
* B 2411 High School Equivalency Certificate
* B 3122 Excused and Unexcused Absences
* B 3230 Searches of Students and Student Privacy
* B 3231 Student Records
* B 3421 Child Abuse and Neglect
* B 3431 Emergencies
* B 4060 Distribution of Information
* B 4200 Parent Access and Safe and Orderly Learning Environment
* B 4210 Regulation of Dangerous Weapons on School Premises
* B 4218 Language Access
* B 5011 Sexual Harassment of District Staff Prohibited
* B 5161 Civility in the Workplace
* B 6112 Rental or Lease of District Real Property
* B 6700 Nutrition Health and Physical Education
* P 1400 Meeting Conduct, Order of Business, and Quorum Procedure

**Personnel**

Certified Staff

Director Aparicio moved, Director Camacho seconded, to approve the certified staff as presented.

* Amy Becker – 1 year leave of absence
* Smantha Dilts – 1 year 3rd grade teacher
* Clayton Heath – HS Math Teacher
* Naomie Peasley – Cert Sub

Motion carried 3-0.

Classified Staff

Director Maldonado moved, Director Rice seconded, to approve the classified staff as presented.

* Ariasne Medina – Migrant Student Advocate
* Adriana Arevalo – MS Bilingual Para
* Yesenia Tellez – 1 year MS Special Education Para
* Marlen Guzman – Resignation

Motion carried 4-0.

Coaches

Director Aparicio moved, Director Camacho seconded, to approve Mason Elms as a football coach shared stipend contract.

**Executive Session RCW42.30.110**

None

**Adjournment**

There being no further business to discuss, the meeting adjourned at 7:46 p.m.

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CHAIRMAN OF THE BOARD SECRETARY TO THE BOARD

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DATE DATE