

**Brewster School District
Regular Board Meeting
October 23, 2023**

Call to Order

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

Board members present: Don Becker, Peggy Rice, Hector Aparicio, and Erik Rios.

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

Guests: Guadalupe Mosqueda

Additions & Deletions

Additions III. A. Levy Discussion

VIII. C. MS C-Team Basketball Coach

Reports/Presentations

Budget

Juan Hernandez, Business Manager, reported total September enrollment was 922.47 including ALE. This year TK students have been excluded from basic enrollment figures. Their funding is calculated based on the Average Annual Full-Time Equivalent (AAFTE) enrollment. Running Start students will be included in the October count.

Mr. Hernandez stated in the month of September, 8% of the fiscal year has elapsed. Revenues are at \$1,102,113 of the annual budget. This is within expectations. The Food Service application has been completed and submitted.

Mr. Hernandez gave an overview of the various funds listed below and informed the board the Year-End Report will be submitted for review to the ESD on October 25th.

- General Fund \$4,904,896
- Capital Projects \$2,422,234
- Debt Services \$666,782
- ASB \$314,260
- Transportation \$313,134

Levy Discussion

Juan Hernandez, Business Manager, presented to the board different scenarios for the upcoming EP & O Replacement Levy. Mr. Hernandez is proposing scenario two with an estimated fix levy rate of 2.25 per \$1,000 for the four-year levy range years of 2025 through 2028. This option is estimated to collect \$1,546,154 (2024-2025), \$1,631,675 (2025-2026), \$1,696,942 (2026-2027), and \$1,764,820 (2027-2028) for those school years.

Special Education

Kayla Johanson, Special Education Director, shared Emily Bushouse from the ESD came to work with the Paraprofessionals to talk to them about student behaviors. The Federal Special Education Grant was approved. The Special Education Department is also working on federal count. Former Special education students were contacted to answer post-graduation surveys as required by grants.

Elementary 3rd-5th

Garrett Grant, 3rd-5th Elementary Principal, has been focusing on data to drive interventions supports and will continuing to review assessment the last Monday of every month.

Mr. Grant announced the recent hire from Ameri-Corp Maria Garcia. Ameri Corp is a program that offers the school the possibility of having a person on site to support the elementary staff with paraprofessional duties at no cost to the school.

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Mr. Grant stated Picture Day was a success and he thanked Peggy Rice for her help.

High School

Todd Phillips, High School Principal, announced Student Led Conferences are coming up this week. This year's seniors were given the option to opt out of their student lead conference if they were all caught up, but this idea led to a lot of confusion and distress with parents and students. Leaving Mr. Phillips with the conclusion of not offering this option in the future.

Mr. Phillips gave a shout out to his staff for doing an amazing job! He has encouraged them to observe each other and has allowed them to visit other schools to make observations to gain skills and better their teaching strategies. He believes these ideas will help new teachers grow and become better teachers.

Middle School

Greg Austin, MS Principal, stated he is almost done with his first round of observations. He was please to see most teachers engaging with students and was able to see targets and objectives posted on the classroom walls.

Athletics

Mr. Austin, Athletic Director, shared Fall Post Season updates:

- Football with a win or lose this Friday to Okanogan we will host a crossover game with District 7.
- Volleyball will be playing district games this upcoming Saturday.
- Soccer will be playing against Okanogan fighting for the 2nd seat.
- Cross Country Boys will be traveling to Liberty Bell for the district meet and the girls will be traveling to Apple Ridge in Yakima.

Superintendent

Lynnette Blackburn, Superintendent, stated she has continued working with Gene Sharratt and the committee to work on the strategic plan for the school.

Mrs. Blackburn is also planning on having Mr. Sharratt meet with the Board on December 4th to discuss board information.

Mrs. Blackburn gave an update on the construction regarding the Coop Transportation Facility. The Harkins house will be demolished soon. The next step will be moving the dirt and following the proper regulations due to part of the land being left with residue of orchard pesticides. It is expected that the High School should be finalized by the end of next week.

Important Dates

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|------------------|----------|---|
| • October 28 | Saturday | PAC/Health fair 11-2pm |
| • November 11 | Saturday | Veteran's Day-No School Nov. 10 th |
| • November 27 | Monday | Board Meeting |
| • November 22-24 | Wed-Fri | Thanksgiving -Early Release – No School |

Curriculum and Instruction

None

Consent Agenda

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

- County Treasurer's Report
- Minutes of Regular Meeting – September 25, 2023
- Comp Tax Check No. 338899 through Check No. 338899 Totaling \$398.77
- Payroll Check No. 338900 through Check No. 338932 Totaling \$1,152,714.86.
- General Fund Check No. 338933 through Check No. 339002 Totaling \$232,000.48.
- Capital Projects Check No. 339003 through Check No. 339008 Totaling \$155,690.88.
- ASB Fund Check No. 339009 through Check No. 339023 Totaling \$13,763.85.

Motion carried 4-0

Business & Finance

Contracts

Director Camacho moved, Director Rice seconded, to approve the Winter Athletic Schedules.

Motion carried 4-0.

Director Aparicio moved, Director Rice seconded, to approve the overnight travel for the Cross Country Team to travel to Pasco.

Motion carried 4-0.

Director Rice moved, Director Aparicio seconded, to approve the overnight travel for the Volleyball State Team to travel to Yakima.

Motion carried 4-0.

Director Aparicio moved, Director Rios seconded, to approve the overnight travel for the Football Team to travel to Semifinals and Finals DTB.

Motion Carried 4-0.

Director Rice moved, Director Aparicio seconded, to approve the 2023-2024 Highly Capable Plan.

Motion carried 4-0.

Director Aparicio moved, Director Rice seconded, to approve the 2023-2024 Chartwells Contract.

Motion carried 4-0.

Director Aparicio moved, Director Rice seconded, to approve the Policies and Procedures as presented.

- B 1440 Minutes
- B 2121 Substance Abuse Program
- B 2190 Highly Capable Programs
- B 2230 Transition to Kindergarten
- B 3207 Prohibition of Harassment Intimidation
- B 3225 School Based Threat Assessment
- B 3241 Student Discipline
- B 3520 Student Fees fines or Charges
- B 4001 Public Access to District records
- B 5010 Nondiscrimination and Affirmative Action
- B 5050 Contracts

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- B 5310 Compensation
- B 6020 System of Funds and Accounts
- B 6215 Expense Claim Certification and Approval
- B 6217 Electronic Funds Transfer
- B 6220 Bid or Request for Proposal Requirements
- B 6513 Workplace Violence Prevention
- B 6530 Insurance
- B 6550 Capitalization Threshold for leases and subscriptions
- B 6605 Student Safety Walking Biking and Riding Buses
- B 6959 Acceptance of Completed Project
- P 2022 Electronic Resources and Internet Safety Procedures
- P 2121 Substance Abuse Program Procedure
- P 2161 Special Education and Related Services for Eligible Students Procedure
- P 2162 Education of Students with disabilities under section 504 of the Rehabilitation Act of 1973 Procedure
- P 2190 Highly Capable Programs Procedure
- P 2410 High School Graduation Procedure
- P 3207 Prohibition of Harassment Intimidation and Bullying Procedure
- P 3241 Student Discipline Procedure
- P 3246 Restraint, Isolation, and Other uses of Reasonable Force Procedure
- P 3520 Student Fees fines and Charges Procedure
- P 4001 Public Information Program Procedure
- P 4040 Public Access to District Records Procedure
- P 5010 Nondiscrimination and Affirmative Action Procedure
- P 6220 Bid or Request for Proposal Requirements Procedure
- P 6513 Workplace Violence Prevention Procedure
- P 6605 Student Safety Walking Biking and Riding Buses to School Procedure
- P 6959 Acceptance of Completed Projects Procedures New

Motion carried 4-.0

Personnel

Certified Staff

Director Rice moved, Director Rios seconded, to approve the certified staff as presented.

- Rebecca Terrones– Cert Sub
- Ivonne Espino – Cert Sub
- Rick Miller – Cert Sub
- Brandon Zaragoza- Cert Sub

Motion carried 4-0.

Classified Staff

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

- Maria Vargas – 1-year Elementary Para

Motion carried 4-0.

Coaches

Director Aparicio moved, Director Rice seconded, to approve the coaching staff as presented.

- Joe Taylor – HS Baseball Head Coach
- Shane Kelly – HS Wrestling Head Coach
- Caleb Barnes – MS Wrestling Coach
- Irving Smith – MS C Team Coach

Motion carried. 4-0.

Executive Session RCW42.30.110

Personnel

Director Aparicio moved, Director Camacho seconded, to approve Athletic Director Stipend.

Motion carried, 5-0.

Adjournment

There being no further business to discuss, the meeting adjourned at 8:02 p.m.

CHAIRMAN OF THE BOARD

SECRETARY TO THE BOARD

DATE

DATE