



Griffin School District #324

Griffin School Board Meeting

Date and Time

Wednesday December 17, 2025 at 6:00 PM PST

Location

Griffin School
6530 33rd Way NW
Olympia, WA 98502

[Board Meeting Zoom Link](#)

Agenda

	Purpose	Presenter
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I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Vote

Approval of Meeting Agenda

Pledge of Allegiance

Land Acknowledgement

C. Oath of Office of Re-Elected Board Directors

Trish Hefton, School Board Director, Position No. 5

	Purpose	Presenter
Julie Osterberg School Board Director, Position No. 4		
D. Election of Board Chair	Vote	
Board Chair		
<ul style="list-style-type: none"> • Call for Nominations • Election of Chair (Roll call vote) • Assumption of office by new Chair 		
E. Election of Board Vice Chair	Vote	
Board Vice Chair		
<ul style="list-style-type: none"> • Call for Nominations • Election of Vice Chair (Roll call vote) • Assumption of office by new Vice Chair 		
F. Board Recognition		
Staff Recognition		
Suzanne Stottlemyre, Middle School Teacher & National Junior Honor Society Advisor		
Club Recognition		
Paul Whitney, Archery		
II. PUBLIC COMMENT		
A. Comments from the Public	FYI	
Griffin School Board Meeting Public Comment Sign Up (Google Form)		
III. CONSENT AGENDA		
A. Approval of Board Meeting Minutes - November 18, 2025	Approve Minutes	
B. Approval of Study Session Minutes - December 3, 2025	Approve Minutes	
C. Approval of Warrants & Payroll	FYI	

	Purpose	Presenter
D. Approval of the Enrollment Report	FYI	
E. Approval of the Personnel Report	FYI	
F. Public Records Requests	FYI	
G. Approval of All Consent Agenda Items	Vote	
IV. NEW BUSINESS		
A. Griffin School Highly Capable Program	FYI	
Elementary: Kayleen Evans & Jennifer Tomlin		
Middle School: Ashley McCabe-Herron		
V. OLD BUSINESS		
VI. POLICY - NEW		
A. 1821 Standards for Individual School Directors	Vote	
B. 4001 Public Information Program	Vote	
C. 4060 Distribution of Information	Vote	
D. 5254 Staff Expression	Vote	
VII. POLICY - UPDATES		
A. 1005 Key Functions of the Board	Vote	
B. 1210 Annual Organizational Meeting	Vote	
C. 1220 Board Officers and Duties of Board Members	Vote	
D. 1630 Evaluation of the Superintendent	Vote	
E. 4200 Parent Access and Safe and Orderly Learning Environment	Vote	
VIII. POLICY - REVIEW		
A. 2106 Program Compliance	FYI	

	Purpose	Presenter
B. 6030 Financial Reports	FYI	
C. 6040 Expenditures in Excess of Budget	FYI	
D. 6213 Reimbursement for Travel Expenses	FYI	
IX. POLICY - REMOVAL		
A. 4000 Public Information Program	Vote	
B. 6023 Post Issuance Compliance	Vote	
X. BOARD ROLES AND ASSIGNMENTS		
A. Election of the Board's Legislative Representative Board Legislative Representative <ul style="list-style-type: none"> • Call for Nominations • Election of Legislative Representative • Assumption of position of Legislative Representative 	Vote	
B. Other Board Roles or Assignments The Board will discuss potential roles and assignments of its members. The Board Chair will finalize and determine all assignments for the upcoming year.	Discuss	
XI. GRIFFIN LEGISLATIVE PRIORITIES FOR 2026 SESSION		
A. Draft Priorities for Board Consideration	Vote	
XII. DISTRICT REPORTS		
A. Finance Director's Report	FYI	Finance Director Kim Ferra
B. Superintendent's Report	FYI	Superintendent Kirsten Rue
XIII. Closing Items		
A. For the Good of the Order		

	Purpose	Presenter
B. Executive Session	Discuss	
C. Adjourn Meeting	Vote	

"Where students thrive, feel valued, and shape a better world."