APPROVED

Griffin School District #324

Minutes

Griffin School Board Meeting

Date and Time
Wednesday February 25, 2026 at 6:00 PM

Location
Griffin School District - Cafeteria
6530 33rd Avenue NW
Olympia, WA 98502

Board Meeting Zoom Link

Directors Present
Blair Baker, Emma Rose, Julie Osterberg, Tesa Frevert, Trish Hefton

Directors Absent
None

Guests Present
Alex Jones, Allison Adair, Amy Morgan (remote), Athena O'Neill, Erin Hagen, Family/Friends of Athena O'Neill, Karen Lett, Kim Ferra, Kirsten Rue, Kyle Nixon, Rebekah Keiser, Sherrie Hickam (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Trish Hefton called a meeting of the board of directors of Griffin School District #324 to order on Wednesday Feb 25, 2026 at 6:00 PM.
Blair Baker made a motion to Approve Agenda.
Tesa Frevert seconded the motion.
The board **VOTED** to approve the motion.

C. School Board Recognition

Superintendent Kirsten Rue presented a certificate of appreciation to Athena O'Neill, a Griffin parent and member of the Steamboat Peninsula branch of the Olympia Lions Club.

The recognition highlighted O'Neill's initiative in launching the "Meal in a Bag" program. The project began after O'Neill coordinated with Food and Nutrition Supervisor Tanya White to donate Lions Club apples to local families. Upon learning about the school's existing weekend backpack program, O'Neill identified an opportunity to expand those efforts.

Through the "Meal in a Bag" program, O'Neill provides families with recipes and all necessary ingredients to prepare full meals over the weekend. Superintendent Rue commended O'Neill's weekly commitment to student nutrition and her tireless spirit of community service.

The Board expressed its deep gratitude to O'Neill for her dedication to the Griffin community and her successful efforts in supplementing the district's weekend food resources.

II. Public Comment

A. Comments from the Public

Chair Hefton opened the floor for public comment; however, there were no individuals signed up to speak, and no public comments were offered.

III. CONSENT AGENDA

A. Approval of Board Meeting Minutes - January 28, 2026

Julie Osterberg made a motion to approve the minutes from Griffin School Board Meeting on 01-28-26.
Blair Baker seconded the motion.
The board **VOTED** to approve the motion.

B. Approval of Study Session Minutes - February 11, 2026

Julie Osterberg made a motion to approve the minutes from Griffin School Board Study Session on 02-11-26.
Blair Baker seconded the motion.
The board **VOTED** to approve the motion.

C. Approval of Warrants & Payroll

D. Approval of the Enrollment Report

E. Approval of the Personnel Report

F. Review of Public Records Requests

G. Approval of All Consent Agenda Items

Julie Osterberg made a motion to Approve all Consent Agenda Items.
Blair Baker seconded the motion.
The board **VOTED** to approve the motion.

IV. NEW BUSINESS

A. PFAS Treatment Plant

Facilities Supervisor Alex Jones presented a proposal for a new water treatment plant to address PFAS (per- and polyfluoroalkyl substances) contamination in the district's drinking water.

The Griffin School District water system, which serves a single potable water connection, recently returned lab results showing the presence of PFAS. Although not currently mandated, the district has elected to voluntarily treat the water to mitigate potential health concerns. Northwest Water Systems has completed the engineering and design for a treatment plant specifically designed to reduce these contaminants.

Following a public bidding process conducted over the last six weeks, the district recommended awarding the contract to American Pump and Electric (DBA American Pump and Drilling). The project scope includes:
- Treatment Plant Facility: The system will be housed in an existing maintenance building. Upgrades include the removal of an old hydro tank and the professional cleaning and fitting of the space for the PFAS filtration equipment. This portion of the project is budgeted at approximately $147,000.
- Reservoir Replacement: To address an existing leak and ensure system integrity, the reservoir will be replaced at a cost of approximately $130,000.
- Pressure Tank: Necessary upgrades to the pressure tank are also included in the project.

The majority of the work is scheduled for Summer 2026. The contract stipulates that the vendor must ensure a continuous, secure water supply for the district throughout the construction period. Pending Board approval, a Notice to Proceed will be issued shortly.
Julie Osterberg made a motion to approve PFAS Treatment Plant.
Blair Baker seconded the motion.
The board **VOTED** to approve the motion.

V. OLD BUSINESS

A. Resolution 25-26-02: Reduction in Force (RIF)

Superintendent Kirsten Rue presented Resolution 25-26-02, which addresses a potential Reduction in Force (RIF).

Following a previous study session on the matter, Superintendent Rue noted that while a RIF is not the preferred course of action, it may be necessary to stabilize the district's budget for the upcoming year. Due to ongoing uncertainty regarding legislative funding and the need for fiscal stabilization this spring, the administration requested authorization to proceed with a reduction in force should it be required to balance the budget.

The resolution serves as a proactive measure to ensure the district can respond to final legislative and budgetary outcomes.

The Board Chair expressed appreciation for the Superintendent's presentation of the resolution, noting that while a Reduction in Force is never a desirable outcome, the resolution is a necessary step to ensure the long-term fiscal health of the district. The Chair emphasized that the Board remains hopeful the resolution will serve only as a precautionary measure; however, having it in place allows the district to respond appropriately if budget stabilization requires it.
Emma Rose made a motion to approve Resolution 25-26-02 Reduction in Force (RIF).
Julie Osterberg seconded the motion.
Trish commented regarding the goal is to not have this happen.
The board **VOTED** to approve the motion.

B. Visual Art Fee Proposal 2026-27

Superintendent Kirsten Rue presented a proposal for a Visual Art Fee for the 2026-27 school year. Following a study session and feedback from Art Teacher Eric Fleming, the original plan to charge for individual art kits was replaced with a more streamlined $10 Art Studio Fee for both elementary and middle school students.

Superintendent Rue emphasized that the goal of the Griffin School District is to provide robust, high-quality visual arts experiences. To maintain this standard, the program requires consistent funding for consumable resources and developmentally appropriate

supplies. This fee ensures all students have the materials necessary to explore and design at a high level.

The Superintendent noted the following key points regarding the fee:
- Budget Stabilization: While the district prefers to avoid student fees, this measure is anticipated to be a necessary step toward stabilizing the budget.
- Equity and Assistance: To ensure the program remains inclusive, the district will cover the fee for any family requesting assistance or qualifying for the Free and Reduced Price Personnel program.

The proposal shifts away from the "kit" model previously discussed, as staff research indicated that a general studio fee is a more effective method for offsetting the cost of consumable classroom materials.
Emma Rose made a motion to Visual Art Fee Proposal 2026-27.
Julie Osterberg seconded the motion.
The board **VOTED** to approve the motion.

VI. POLICY - UPDATES

A. 1310 Policy Adoption, Manuals & Administrative Procedures

Superintendent Rue presented an update to Policy 1310, which was previously reviewed by the Board. The Superintendent noted that the primary revision occurs under the Policy Interpretation section.

This new addition is specifically designed to clarify how policies are interpreted and implemented, with a heightened focus on ensuring student safety. The update ensures that the district's guiding principles remain current and prioritize a secure learning environment.
Tesa Frevert made a motion to approve updated Policy 1310.
Emma Rose seconded the motion.
The board **VOTED** to approve the motion.

B. 2104 Federal and/or State Funded Special Instructional Programs

Superintendent Rue presented Policy 2104, noting that the Board previously reviewed the updates during a study session.

The revisions primarily address Title funding and the administration of special instructional programs. Superintendent Rue characterized the updates as straightforward adjustments to ensure alignment with current funding requirements and program standards. No specific questions were raised by the Board during the presentation.
Emma Rose made a motion to approve updated Policy 2104.
Tesa Frevert seconded the motion.
The board **VOTED** to approve the motion.

C. 3220 Freedom of Expression

Superintendent Rue presented updates to Policy 3220, which governs student freedom of expression. She noted that the policy had not been updated since approximately 1999 or 2000.

The Superintendent emphasized that these updates are timely and align with the district's ongoing efforts to amplify student voice at Griffin. The revised policy brings the district's standards into alignment with 2026 legal requirements and current educational best practices regarding student speech and expression.
Tesa Frevert made a motion to approve updated Policy 3220.
Emma Rose seconded the motion.
The board **VOTED** to approve the motion.

D. 3510 Associated Student Bodies

Superintendent Rue presented updates to Policy 3510, which governs the district's Associated Student Body (ASB) programs.

She noted that Griffin maintains a robust ASB program and emphasized the importance of ensuring that student-led organizations operate under the most current state laws and district policies. These updates align the policy with the latest legal requirements for ASB governance and financial management.
Emma Rose made a motion to approve updated Policy 3510.
Tesa Frevert seconded the motion.
The board **VOTED** to approve the motion.

E. 4040 Public Access to District Records

Superintendent Rue presented updates to Policy 4040, which governs public records requests. The Superintendent noted that the most significant revision incorporates a resolution passed by the Board last year regarding the maintenance of public records.

Specifically, the updated policy formally exempts the district from the requirement to maintain a comprehensive index of every individual public record created. Superintendent Rue explained that maintaining such an index would be "unwieldy" and resource-intensive. This policy update ensures that district regulations are consistent with the previously approved resolution and current administrative practices.
Julie Osterberg made a motion to approve updated Policy 4040.
Tesa Frevert seconded the motion.
The board **VOTED** to approve the motion.

VII. POLICY - REMOVAL

A. 1810 Annual Governance Goals & Objectives

Superintendent Rue recommended the removal of **Policy 1810**, titled "Annual Governance." She explained that the content of this policy is redundant following the district's adoption of the updated **Policy 1820**.

The Superintendent requested to retire Policy 1810 to streamline the district's policy manual and eliminate overlapping or conflicting governance language.
Emma Rose made a motion to remove Policy 1810.
Tesa Frevert seconded the motion.
The board **VOTED** to approve the motion.

VIII. DISTRICT REPORTS

A. Finance Director's Report

Finance Director Kim Ferra presented the monthly budget status report, providing a comprehensive outline of each district fund.

The report detailed the percentage of revenues received and expenditures processed since January 2025. Director Ferra noted that district enrollment figures have now shifted from projected to actuals. Consequently, the district's state apportionment will be adjusted—either upward or downward—to reflect these confirmed enrollment numbers for the remainder of the school year.

The district is currently in the preparatory stages of the upcoming budget cycle. Director Ferra highlighted several key factors influencing the process:
- Legislative Monitoring: The finance department is closely monitoring the current legislative session for potential changes or mandates that could impact school funding.
- GEA: The district is preparing to bargain with the Griffin Education Association (GEA).
- Revenue Optimization: Efforts are underway to identify and maximize all available revenue sources to ensure fiscal stability.

Director Ferra concluded by stating that while the formal budget launch is pending final legislative clarity, the department is actively "digging in" to the data to keep the Board fully informed of the district's financial position.

B. Superintendent's Report

Superintendent Kirsten Rue provided updates on several community and school events:

- **Griffin School Foundation:** The Foundation met this week and approved a new round of grants. Superintendent Rue expressed her gratitude for the resources the Foundation provides to enrich student learning.
- **Family Math Night:** The district will host Family Math Night tomorrow from 5:00 p.m. to 7:00 p.m. The event is designed for all ages and focuses on interactive mathematical games.

- **Billy Frank Jr. Day Assembly:** The Board and community are invited to an assembly on March 9th at 10:00 a.m. in honor of Billy Frank Jr. Day. Organized by the Tribal Outreach Team in partnership with the Squaxin Island Tribe, this marks the district's first annual celebration of the event.
- **American Heart Association (AHA):** A kickoff assembly was held this past week to promote heart health. Students are participating in the "FINN Challenge," which includes eight educational challenges focused on healthy habits. Participation offers students the chance to earn prizes, including a "green cape" and a potential entry for Super Bowl tickets, while raising funds for the AHA.
- **Griffin Fire Department:** Superintendent Rue attended the Fire Department's open house and participated in a traditional "push-in" ceremony for a new fire engine. She noted the successful completion of the station's remodel and highlighted the strong sense of teamwork and optimism within the department.

IX. Closing Items

A. For the Good of the Order

Chair Trish Gregory acknowledged the presence of former board member Neil Falkenberg in the audience. Chair Gregory noted that Mr. Falkenberg served nearly three terms on the Griffin School Board and recognized his long-standing commitment as a community member and supporter of the district. She expressed her gratitude for his years of service and for his attendance at the evening's meeting.

Superintendent Rue expressed her appreciation for the recent upgrades to the district's presentation and meeting space. She specifically thanked Alex Jones, Kyle Nixon, and Allison Adair for their collaborative efforts on the project.

The Superintendent noted that the team focused on cost-effective solutions to enhance the room's functionality. The space is increasingly being utilized for professional development and formal presentations, making the upgrades a valuable long-term investment for the district.

B. Executive Session

There was no executive session held during this meeting.

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:32 PM.

Respectfully Submitted,
Trish Hefton

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