



Griffin School District #324

Minutes

Griffin School Board Study Session

Date and Time

Wednesday August 12, 2026 at 1:00 PM

Location

Griffin Library

[Attend via Zoom](#)

[Zoom Link](#)

Directors Present

Blair Baker, Emma Rose, Julie Osterberg, Trish Hefton

Directors Absent

Tesa Frevert

Guests Present

Allison Adair, Amy Morgan, Kayleen Evans (remote), Kirsten Rue, Kyler Mower

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 Aug 12, 2026 at 1:03 PM.

C. Pledge of Allegiance

D. Approval of Agenda

Julie Osterberg made a motion to approve the agenda.

Emma Rose seconded the motion.

The board **VOTED** to approve the motion.

II. Policy Updates

A. 2340 Religious Related Activities and Practices

Superintendent Kirsten Rue presented a series of updated board policies for first reading, primary focus placed on modernizing aging policies and aligning with recent Washington State School Directors' Association (WSSDA) model policy revisions and statutory requirements.

Policy 2340: Updated language.

B. 5281 Disciplinary Action and Discharge

Restructured into an outlined, standardized format defining grounds for personnel disciplinary action and discharge in compliance with updated legal frameworks.

C. 5400 Personnel Leaves

Codified existing administrative practice granting unpaid leave at the discretion of the Superintendent.

D. 5401 Sick Leave

Updated sick leave guidelines as recommended by WSSDA. Administrative staff will review specific point-of-contact details prior to final approval.

E. 5403 Emergency & Discretionary Leaves

Updated discretionary leave guidelines, including five (5) days of bereavement leave.

F. 5404 Family, Medical & Maternity Leave

Retitled policy to incorporate maternity leave provisions into comprehensive family and medical leave regulations.

G. 5407 Military Leave

Increased permissible paid military leave allowance from 15 days to 21 days for eligible military spouses and personnel per WSSDA standards.

H. 6530 Insurance

Re-reviewed to incorporate minor secondary modifications issued by WSSDA in July regarding district insurance provisions.

III. Policy Removal

A. 5402 Maternity Leave

Rescinded as provisions are now fully integrated into the Family, Medical, and Maternity Leave policy.

B. 5405 Emergency Leave

Rescinded as content has been merged into Policy 5403.

IV. Superintendent Updates

A. Superintendent Kirsten Rue

Superintendent Rue and the Board noted ongoing structural policy updates, acknowledging an administrative target of reviewing approximately eight policies per month to complete a full manual update within the coming academic year.

V. WSSDA & Board Member Work Session

A. WSSDA Professional Development Work Session

The Board entered into a professional development work session facilitated by the Learning and Development Specialist with WSSDA.

Key Focus Areas & Outcomes:

- **Leadership Reflection & Goal Alignment:** Board Directors, Superintendent Rue, and Business Manager Kyler Mower reviewed multi-year WSSDA board self-assessment results, evaluating governance performance across state board standards.
- **Governance Strengths & Role Clarity:** Analysis of self-assessment data confirmed consistent strengths in standard 1 (Governance & Board/Superintendent Role Clarity) and standard 2 (High Expectations for Student Learning). Board members noted significant progress in operational alignment and policy oversight over the past three years.
- **Strategic Planning & Target Setting:** Discussions focused on strengthening measurable metrics for board goals, tying district governance directly to the

district's Strategic Plan, and expanding professional development in community engagement and student growth performance data.

VI. Closing Items

A. For the Good of the Order

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:05 PM.

Respectfully Submitted,
Trish Hefton

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