APPROVED

Griffin School District #324

Minutes

Board Meeting

Date and Time
Wednesday August 26, 2026 at 6:00 PM

Location
Griffin Cafeteria

Attend via Zoom

Board Meeting Zoom Link

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

Directors Absent
Trish Hefton

Guests Present
Allison Adair, Jennifer Tomlin, Karen Lett, Kirsten Rue, Kyler Mower, Member of community

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Julie Osterberg called a meeting of the board of directors of Griffin School District #324 to order on Wednesday Aug 26, 2026 at 6:00 PM.

II. Public Comment

A. Comments from the Public

Vice Chair Osterberg called for public comments from the audience. Hearing no public comments, the Board moved to the next agenda item.

III. CONSENT AGENDA

A. Approval of Board Meeting Minutes - July 22, 2026

Blair Baker made a motion to approve the minutes from Griffin School Board Meeting on 07-22-26.
Emma Rose seconded the motion.
The board **VOTED** to approve the motion.

B. Approval of Board Study Session Minutes - August 12, 2026

Blair Baker made a motion to approve the minutes from Griffin School Board Study Session on 08-12-26.
Emma Rose seconded the motion.
The board **VOTED** to approve the motion.

C. Approval of Payroll & Warrants

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

Blair Baker made a motion to approve all items in the Consent Agenda.
Emma Rose seconded the motion.
The board **VOTED** to approve the motion.

IV. NEW BUSINESS

A. Griffin Education Association Collective Bargaining Agreement 2026-2027

The Board reviewed the tentative collective bargaining agreement reached with the Griffin Education Association (GEA), which was ratified by the GEA membership on August 25, 2026.

- Contract Highlights: One-year contract incorporating IPD + 1%.
- Recognition & Thanks: Appreciation was extended to Jennifer Tomlin (GEA Bargaining Lead), Elizabeth Collins (UniServ), Justin Poland, Johanna Dowler, and Allison Adair for organizing the contract structure and tracking tentative agreements during negotiations.

Blair Baker made a motion to approve the Griffin Education Association Collective Bargaining Agreement for 2026-2027.
Tesa Frevert seconded the motion.
The board **VOTED** to approve the motion.

V. POLICY - UPDATES

A. 2340 Religious Related Activities and Practices

Emma Rose made a motion to approve the update to Policy 2340.
Blair Baker seconded the motion.
The board **VOTED** to approve the motion.

B. 5281 Disciplinary Action and Discharge

Emma Rose made a motion to approve the update to Policy 5281.
Blair Baker seconded the motion.
The board **VOTED** to approve the motion.

C. 5400 Personnel Leaves

Tesa Frevert made a motion to approve the update to Policy 5400.
Emma Rose seconded the motion.
The board **VOTED** to approve the motion.

D. 5401 Sick Leave

Blair Baker made a motion to approve the update to Policy 5401.
Emma Rose seconded the motion.
The board **VOTED** to approve the motion.

E. 5403 Emergency & Discretionary Leaves

Tesa Frevert made a motion to approve the update to Policy 5403.
Emma Rose seconded the motion.
The board **VOTED** to approve the motion.

F. 5404 Family, Medical & Maternity Leave

Tesa Frevert made a motion to approve the update to Policy 5404.
Emma Rose seconded the motion.

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

G. 5407 Military Leave

Emma Rose made a motion to approve the update to Policy 5407.
Blair Baker seconded the motion.
The board **VOTED** to approve the motion.

H. 6530 Insurance

Emma Rose made a motion to approve the update to Policy 6530.
Blair Baker seconded the motion.
The board **VOTED** to approve the motion.

VI. POLICY - REMOVAL

A. 5402 Maternity Leave

Blair Baker made a motion to remove Policy 5402.
Emma Rose seconded the motion.
The board **VOTED** to approve the motion.

B. 5405 Emergency Leave

Tesa Frevert made a motion to remove Policy 5405.
Emma Rose seconded the motion.
The board **VOTED** to approve the motion.

VII. DISTRICT REPORTS

A. Superintendent's Report

Community & Equity Engagement: The District received outreach from the Thurston County League of Women Voters and the Thurston County NAACP leadership to discuss equity initiatives and racial/ethnic gap reduction. Meeting options (September 14 or 28 or October 12, 19 or 26 at 3:30 PM) will be coordinated, with interested Board members, administrators, and teacher leaders attending. Directors Tesa, Julie, Blair and Emma are all available to meetings proposed.

Professional Development Days: Concluded Day 2 of staff professional development. Jenelle Hutnik and Erin Hagen led Crisis Prevention Institute (CPI) verbal de-escalation training for certificated and classified staff to support classroom behavioral management.

B. Business Manager's Report

Business Manager Kyler Mower presented the latest district budget report.

Financial Overview & Ending Fund Balance: Reviewed General Fund balance, revenues, and expenditures. Verified that payroll and accounts payable have been processed; the District will not require a budget extension this year and will expend less than authorized.

Fund Buckets: General Fund has 10% remaining apportionment expected in August. Capital Projects, Debt Service, and ASB are tracking as expected. Transportation Vehicle Fund depreciation is expected at the end of August.

Director Rose asked for clarification and examples of what typically falls under Program 70 & 80 (Other Instructional Programs & Community Services), noting that significant funds had been budgeted relative to actual spending.

Mr. Mower explained that he was still familiarizing himself with Griffin's specific instructional programs, but noted that a typical example of an "Other Instructional Program" would be an ROTC program—a distinct instructional offering provided by a district that relies on a separate funding source rather than general state funding. He noted that budget allocations for these programs in the upcoming 2026–2027 budget have been adjusted down to align with historical actuals.

Board members asked for an update on current enrollment figures and attendance numbers heading into the new school year.

Kyler Mower explained that projected enrollment is currently at 525 students (excluding TK), which is approximately 20 students above budget projections (504). Transfers are currently capped in 2nd and 3rd grades (where a split class is maintained) and nearing capacity in 6th grade.

Director Baker inquired how split classes are managed from both an instructional and financial perspective.

Superintendent Rue explained that the District carefully evaluates whether adding more students would necessitate hiring another teacher (e.g., adding separate full-time 2nd and 3rd-grade teachers). Because student numbers are currently in the middle range, a split class remains balanced and cost-effective.

VIII. Closing Items

A. For the Good of the Order

The Board reviewed upcoming business, noting that the draft application for the upcoming conference presentation is currently being finalized prior to the September 8 deadline. Additionally, the selection and interview process for Student Board Representatives will run in the fall, with the goal of finalizing appointments by November.

B.

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:29 PM.

Respectfully Submitted,
Julie Osterberg

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