APPROVED

Asotin-Anatone School District No. 420

Minutes

December 2025 Regular School Board Meeting

Date and Time
Monday December 15, 2025 at 6:00 PM

Location
Asotin High School Library

Directors Present
Brit Ausman, Molly Eller, Richard Witters, Shar Schaefer, Todd Clovis, Warren Benner

Directors Absent
None

Guests Present
Amy Miller, Colleen Akerblade, Dale Bonfield, Joey Miller, Julie Hancock, Polly Schetzle

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Warren Benner called a meeting of the board of directors of Asotin-Anatone School District No. 420 to order on Monday Dec 15, 2025 at 6:00 PM.

C. Flag Salute

D.

Oath of Office (Swearing in of Board Members)

Superintendent Dale Bonfield swore in newly elected board members Molly Eller and Rich Witters, and re-elected members Brit Ausman and Shar Schaefer

E. Board Reorganization

Chairman Warren Benner opened the floor for nominations for Board Chairman. Todd Clovis nominated Brit Ausman for Board Chairman. Rich Witters seconded the motion, which carried.

Newly elected Chairman Brit Ausman opened the floor for nominations for Board Vice-Chairman. Todd Clovis nominated Shar Schaefer for Board Vice-Chairman. Rich Witters seconded the motion, which carried.

Chairman Brit Ausman opened the floor for nominations for the WIAA Representative. Shar Schaefer nominated Todd Clovis for the WIAA Representative. Rich Witters seconded the motion, which carried.

Chairman Brit Ausman opened the floor for nominations for the Legislative Representative. Shar Schaefer nominated Brit Ausman for the Legislative Representative. Todd Clovis seconded the motion, which carried.

F. Presentation of Appreciation Plaque

Superintendent Dale Bonfield presented outgoing Board Chairman Warren Benner with a plaque to express appreciation for his 18 years of service on the school board.

G. Excuse Absent Board Members

All members were present.

H. Comments from Patrons

Patron Colleen Akerblade attended the meeting to obtain the board members' signatures on her updated easement agreement for the school district's Riverpoint property. All members signed the document, and Business Manager Julie Hancock notarized all signatures.

II. Consent Agenda

A. Approval of the Consent Agenda

Todd Clovis made a motion to approve the consent agenda.
Shar Schaefer seconded the motion.
The board **VOTED** to approve the motion.

B.

Approval of Minutes

Todd Clovis made a motion to approve the minutes from November 2025 Regular School Board Meeting on 11-24-25.
Shar Schaefer seconded the motion.
The board **VOTED** to approve the motion.

C. Bills and Payroll

1215344 ASB VOID $690.00
1215421-1215424 ASB DECMM AP $4,780.47
1215425-1215433 GF DECMM AP $27,433.22
1215434-1215435 December Manual Check $999.07
1215436-1215448 December Payroll $647,902.49
1215449 GF DECMM2 AP $100.00
1215450-1215452 ASB DEC AP $5,460.15
1215453-1215486 GF DEC AP $71,880.60
1215487-1215488 CP DEC AP $80,161.52
IRS Wire December Check Summary $138,535.32
IRS Wire December Re-Issue
IRS Wire December Void $700.00

D. Enrollment Report

Due to the early date of the board meeting, December enrollment will be included in the January reports.

E. Grant Report

Grants Applied for and Received:
T-Pep Dale Bonfield $2052.00 for new teacher training.
TPQ/Title IV Dale Bonfield $18,238.00 for Jay Norman-Counselor

F. Donations

Boosters - cash - $305.00 for Home to School
Anonymous - cash - $100.00 for Home to School

G. ASB

The board approved the previously provided reports.

H. Approval of Agreements

ESD 1230- Student Services
George's Lock & Key

Stallion Extended Fire Alarm Protection
Stateline Gutters
WA Student Achievement
Weatherproofing Technologies
WTI

III. Action to Approve the Agenda

A. Approval

Shar Schaefer made a motion to approve the agenda.
Todd Clovis seconded the motion.
The board **VOTED** to approve the motion.

IV. Action to Approve the Personnel Report

A. Approval

Shar Schaefer made a motion to approve the Personnel Report.
Todd Clovis seconded the motion.
The board **VOTED** to approve the motion.

V. Action to Approve Updated Teacher Contract

A. Approval

Todd Clovis made a motion to approve the updated teacher contract.
Richard Witters seconded the motion.
The board **VOTED** to approve the motion.

VI. Action to Approve the 2026-27 and 2027-28 School Calendars

A. Approval

Todd Clovis made a motion to approve the 2026-27 and 2027-28 school calendars.
Richard Witters seconded the motion.
The board **VOTED** to approve the motion.

VII. Action to Approve the 2026 VEBA Agreements

A. Approval

Shar Schaefer made a motion to approve the 2026 VEBA agreements.
Molly Eller seconded the motion.
The board **VOTED** to approve the motion.

VIII. Action to Approve Policy Changes - First Reading

A. Approval

Todd Clovis made a motion to approve the presented policies for the first reading.
Shar Schaefer seconded the motion.
Policy No. 1310 Policy Adoption, Manuals and Administrative Procedures
Policy No. 1630 Evaluation of the Superintendent
Policy No. 2021P Procedure-Library Information and Technology Programs
Policy No. 2170 Career and Technical Education
Policy No. 2410P Procedure-High School Graduation Requirements
Policy No. 2420 Grading and Progress Reports
Policy No. 2420P Procedure-Grading and Progress Reports
Policy No. 3143 Notification and Dissemination of Information
Policy No. 3416P Procedure-Medication at School
Policy No. 3421P Procedure-Child Abuse and Neglect
Policy No. 3425 Accommodating Students with Adrenal Insufficiency
Policy No. 4260 Use of School Facilities
Policy No. 5000 Recruitment, Selection, and Evaluation of Staff
Policy No. 5260 Personnel Records
Policy No. 5260P Procedure-Personnel Records
Retiring-Policy No. 5000P Procedure-Recruitment and Selection of Staff

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

IX. Action to Approve Policies - 2nd Reading

A. Approval

Shar Schaefer made a motion to approve the presented policies for the second reading.
Todd Clovis seconded the motion.
Policy No. 1005 Key Functions of the Board
Policy No. 1111 Oath of Office
Policy No. 1210 Annual Organizational Meeting
Policy No. 1815 Ethical Conduct for Board Members
Policy No. 2161P Procedure-Special Education and Related Services for Eligible Students
Policy No. 3210 Nondiscrimination
Policy No. 3226 Interviews and Interrogations of Students on School Premises
Policy No. 3226P Procedure-Interviews and Interrogations of Students on School Premises
Policy No. 4060P Procedure-Distribution of Information
Policy No. 4130P Procedure-Title I, Part A Parent and Family Engagement
Policy No. 5010 Nondiscrimination and Affirmative Action
Retiring-Policy No. 1810 Annual Governance Goals and Objectives
Retiring-Policy No. 1820P Procedure-Board Self-Assessment

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

X. Administrator's Reports

A. Informational

The board reviewed the previously provided reports and had no questions.

XI. Finance and Business Director's Report

A. Informational

Finance and Business Director Julie Hancock updated the board on the following:

- Sangster Lease - The school district's attorney reviewed the lease and recommended that the school district offer the property to Mr. and Mrs. Sangster.
- The 2024-25 year-end closing is completed and certified by OSPI.
- The 2025-26 budget will be completed early this year due to the migration to Qmlative.
- The district will enter into negotiations with all union groups.
- In Touch - this is the new electronic payment system that will go live in January. It can be accessed through an app or the district website.
- Property Taxes - The assessor's office will conduct a property reassessment in 2028 for all Asotin County properties.
- Capital Projects Levy - The district may not need all of the money from the capital projects levy due to the $5,245,000.00 and $5,994,803.00 grants we have received for the Small District Modernization Grant.

XII. Superintendent's Report

A. Informational

Superintendent Dale Bonfield asked the board if they still wanted to wear the gowns during graduation. The decision will be made at the January board meeting.

XIII. Executive Session

A. Informational

Chairman Brit Ausman recessed into executive session at 6:46 p.m. for approximately 15 minutes. The executive session was extended at 7:00 p.m. for an additional 45 minutes.

The board reconvened to the regular session at 8:00 p.m. They directed Superintendent Dale Bonfield to obtain an appraisal for the church property and to continue negotiations for its purchase.

XIV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:04 PM.

Respectfully Submitted,
Brit Ausman

_____
Board Member

_____
Superintendent Dale Bonfield