Pullman School District

Minutes

Finance Committee

Date and Time
Thursday October 16, 2025 at 3:30 PM

Location
Pioneer Center
Dr. Maxwell's Office

Committee Members Present
Bob Maxwell, Cameron Grow, Dagny Myers, Diane Hodge, Juston Pollestad, Pam Brantner, Ryan Mulvey

Committee Members Absent
Arron Carter, Lisa Waananen Jones

Guests Present
jfleury@psd267.org

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Diane Hodge called a meeting of the Finance Committee Committee of Pullman School District to order on Thursday Oct 16, 2025 at 3:30 PM.

C.

Approve Minutes

II. Finance Committee

A. Item 1: Financial Status Update

Diane presented the final 2024–25 year-end financial information, showing an **8.75% ending fund balance**. The committee discussed the Board's interest in **increasing the minimum fund balance target to 8%**. While the current position is strong, members agreed it remains important to **exercise spending caution** to continue building reserves to meet one month's payroll and accounts payable.

The district ended August with **$3.7 million** and September with **$2.7 million**, primarily due to the annual **insurance payment of $850,000** and an additional **$500,000 in September payroll** for four LID days. Salaries and benefits currently account for **86% of the district's total budget**.

B. Item 2: Enrollment

Enrollment was **budgeted at 2,540 FTE**, and as of October, actual enrollment is **approximately 2,650 FTE**. The committee noted that enrollment typically declines by around **30 FTE by June**. Additional **special education staff** have been hired to accommodate the increased special education enrollment. Additional supervision has been added to accommodate the elementary schools.

C. Item 3: Property

Juston provided an update on district property matters. The district expressed interest in property **north of Kamiak Elementary**, but the asking price exceeded the district's offer. He also discussed activity surrounding the **Johnson property**, noting several parties have shown interest and requested tours, which the maintenance team is assisting with. The bid process is scheduled to **close in mid-November**.

D. Item 4: Long-Term Facilities Planning

The committee discussed initiating a **long-term facilities plan** to assess building needs and schedule **large equipment and capital purchases**, such as **high jump mats and wrestling mats**. In addition to indoor facility needs, the district will evaluate **recreational and outdoor assets**, including consideration of **turf versus grass** trade-offs for fields.

E. Item 5: Committee Recommendations to the Board

Jerrod proposed increasing the **ASB de minimis amount** from **$5,000 to $10,000**. He will review the recently updated **ASB Constitution** to determine whether it includes language regarding **awards and gifts** before presenting a policy update recommendation to the Board for approval.

III. 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 4:25 PM.

Respectfully Submitted,
Diane Hodge

Next meeting: November 20, 2025, at 3:30 p.m.