

**Skamania School District #2**  
**Regular Scheduled Board Meeting**

**Minutes**

**July 21, 2025**

**6:00 p.m - 8:00 p.m**

**Superintendent's Office**

**Google Meet joining link: <http://meet.google.com/vxj-vadj-rmw>**

**In attendance:**

**Board Members:** Donald Collins (Board Chair), Rowdy LaFevers, Cynthia Dominik Medlin, Lisa Young, Jeremy Silver

**Staff:** Katie Chavarria - Superintendent, Amber Warren- Office Manager

**Guests:** Tim Young and Charles Hole (virtually)

**Call to Order - Regular Session**

Donald Collins called the meeting to order at 6:00 p.m.

- Meeting was recorded as per RCW 42.30.035

**Flag Salute**

**Changes to the agenda**

There were no changes to the agenda.

**Public Comment**

There were no public comments.

**Consent Agenda**

- Approval of the June 17th Special Board Meeting Minutes
- Approval of the June 18th Regular Board Meeting Minutes
- Approval of Bills and Payroll

Accounts payable general funds check numbers 30559 through 30575, totaling \$41,843.27

Payroll and benefits check numbers 30576 through 30585, totaling \$112,155.56

Lisa Young made a motion to approve the consent agenda. Cynthia Dominik Medlin seconded the motion. Rowdy LaFevers abstained as he was not in attendance at the June meetings.

- Approval of the May 21st Regular Board Meeting Minutes

Donald made a motion to approve the May 21st minutes as written. Lisa seconded the motion. Cynthia and Jeremy Silver abstained, as they were not in attendance at the meeting.

## **Unfinished Business**

- HVAC Update

Katie Chavarria reported that it has been a month since there has been any communication from the general contractor or Winsor Engineering. Tim Young agreed, noting that the general contractor has been unresponsive. As a next step, Tim, in his capacity as an engineer, recommended that the Board make a motion authorizing Katie to contact an attorney to discuss potential costs associated with pursuing legal action.

Rowdy made a motion to have Katie consult with an attorney to determine whether the district has grounds to pursue legal action, with an initial spending cap of \$2,500. Cynthia seconded the motion, and it passed unanimously with no further discussion.

- Policy 2230 Transition to Kindergarten Program
  - Second Reading and Adoption

Lisa made a motion to adopt policy 2230 as written. Cynthia seconded, and the motion passed unanimously with no further discussion.

- 2025-26 Staffing Update

Katie shared that the district is now fully staffed. A music teacher has been hired, bringing experience in both vocal and instrumental instruction. She also noted that while the budget allows for hiring an additional teacher, she does not recommend doing so at this time. Instead, she believes it would be more beneficial to hire an additional paraprofessional.

## **New Business**

- 2025-26 Budget Hearing and Adoption

Charles Hole shared a presentation of Skamania School District's F-195 and F-195F 2025-26, which outlines the district's financial plans and projections. Key updates include a revised teacher salary schedule aligned with regional standards, reflecting a 7.5% increase for teachers and a 5% increase for classified staff. Enrollment is projected to grow to 117 students in K-12 (120 including Transitional Kindergarten). The district removed federal forest and non-Title I grant revenues, focusing instead on state funding and local levies. Total projected revenues for the General Fund are \$2,555,575.

On the expenditure side, staffing represents about 63.7% of the budget (\$1.6M), while materials and operational costs make up 36.3% (\$920K). A \$300K grant contingency is also included. With no transfers planned, expenditures total \$2,533,816—marking a 7.7% increase over the previous year. The estimated ending fund balance is \$461,409, with a modest net gain of \$21,759. Long-term projections (F-195F) suggest balanced budgets and stable enrollment with minor fluctuations. Capital Projects, Transportation, and ASB funds are based on residuals and are expected to support upgrades and student initiatives, though future expenditures in these areas may depend on new grants.

Lisa moved to adopt Resolution No. 07-21-25 for the 2025-26 budget. Jeremy seconded, and the motion passed unanimously with no further discussion.

- New Superintendent Governance Basics

Donald administered the Oath of Office to Katie Chavarria, officially appointing her as the new Superintendent and Board Secretary of Skamania School District No. 2.

- Federal Grant Authority Resolution

Cynthia made a motion to approve Resolution No. 007-21-25. Donald seconded, and the motion passed unanimously with no further discussion.

- Policy 5251 Conflict of Interest - Exception

Lisa moved to approve an exception to Policy 5251, line item “F,” for the 2025–26 school year, specifically for the Superintendent/Principal and her spouse. Jeremy seconded the motion, and it passed unanimously. Lisa noted that a future agenda item will include enlisting an external party to conduct the employee’s evaluation, as previously discussed.

- Certificated and Classified Staff Contracts 2025-26

Rowdy made a motion to approve the certificated and classified contracts as written. Cynthia seconded, and the motion passed unanimously with no further discussion.

- 2025-26 Board Meeting Dates

The Board discussed future meeting dates for the 2025–26 school year and agreed to keep the August 20th meeting as scheduled, with a revised start time of 6:00 p.m. Moving forward, regular Board meetings will be held on the third Tuesday of each month, beginning at 6:00 p.m.

- Board/Superintendent Workshop Date
  - Board/Superintendent Working Agreement
  - Board Goals

The Board scheduled a workshop for September 23rd at 6:00 p.m. to focus on developing the Board/Superintendent working agreement and establishing Board goals.

## **Reports**

- Superintendent’s Report- Katie Chavarria

Katie shared that all textbooks have been ordered and there are no items currently on backorder. She also noted that updates are underway in the staff room to create a more welcoming and inviting space. Next month, she plans to present information on stipends as well as policies that will require review and updates.

- Budget status report- Chairman Donald Collins

Donald shared that the budgeted ending fund balance for General Funds was \$262,578, the actual ending fund balance is \$358,951.06. So, we are looking good there. Capital Projects has an ending fund balance of \$5,408.58. The Associated Student Body Funds had a budget of \$2,440 and the actual is

\$3,285.32 and the Transportation Funds has an ending balance of \$138,836.60. All in all, our budget is looking great for the most part.

### **Comments from Skamania Board of Directors**

Lisa expressed disappointment that Washington State had decided to discontinue funding for the Dolly Parton Imagination Library, a program that provided books to every child from birth to age five. However, she was encouraged to learn that OSPI will be allocating funds to ensure the program continues.

She also noted the importance of the district staying informed about potential state decisions that may allow school districts to purchase vans using transportation funds.

### **Executive Session (RCW 42.30.110)**

There was no need for an executive session.

### **Upcoming Dates**

- Regular Board Meeting
  - August 20, 2025 - 6 p.m
- Back to School BBQ
  - August 29th - 5 p.m.

### **Adjournment**

Lisa made a motion to adjourn the meeting at 8:02 p.m. Cynthia seconded, and the motion passed unanimously.

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Board Chair, \_\_\_\_\_

Board Secretary, \_\_\_\_\_