



Board of Directors, Regular Meeting Minutes, Tuesday, October 9, 2018  
RICHLAND SCHOOL DISTRICT NO. 400  
BENTON COUNTY, RICHLAND, WASHINGTON

The Board of Directors of Richland School District No. 400 met for a regular meeting Tuesday, October 9, 2018, at 6:30 P.M. at the Administrative Service Center, 615 Snow Avenue, Richland, Washington. School Board President Rick Jansons presided. Board members present: Heather Cleary, Rick Donahoe, Jill Oldson, and Brett Amidan. Administrators present: Superintendent Rick Schulte, Successor Superintendent Nicole MacTavish, Deputy Superintendent Mike Hansen, Executive Director of Financial Services Rich Puryear, Assistant Superintendent of Instruction and Secondary Education Todd Baddley, Assistant Superintendent K-5 and Assessment Brian Moore, Executive Director of Support Services Richard Krasner, Public Information Officer Ty Beaver, Executive Director of Teaching, Learning and Curriculum Nicki Blake, Executive Director of Special Education Mandy Cathey, and District Counsel Galt Pettett.

The Board meeting was called to order at 6:30 P.M.

## **1.0 CALL TO ORDER**

### **1.1 Pledge of Allegiance**

### **1.2 Roll Call-All Here**

### **1.3 Approval of Minutes (September 18, 2018; September 25, 2018)**

It was moved by Rick Donahoe and seconded by Heather Cleary that –

THE BOARD APPROVE MEETING MINUTES FROM SEPTEMBER 18, 2018; AND SEPTEMBER 25, 2018.

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.  
Motion was approved.

## **2.0 COMMUNICATIONS**

### **2.1 Presentations/Recognitions-Chief Joseph Middle School**

Mr. Norris, Principal, introduced Wendy Holsten, English Language Learner (ELL) Teacher, and Tami Tayamen, ELL Paraprofessional. Ms. Holsten and Ms. Tayamen are serving sixty students this year. Mr. Norris thanked them for their work to ensure success with the ELL population at Chief Joseph Middle School.

### **2.3 Requests and Comments by Visitors (time limit)**

Glenn Mitchell, Richland High School Student, reported his excitement for the possibility of club sports at the high schools. He stated a large number of students are involved in Lacrosse and are looking forward to this opportunity in the school setting.

Mary Ann Michaelis, 1041 Lethbridge Avenue, shared her concerns regarding internet safety.

-----  
**3.0 BUSINESS**

**3.1 RR No. 2152-Interscholastic Activities Participation**

Dr. Schulte shared last spring representatives of Lacrosse teams came to the Board asking to allow Lacrosse teams at the high schools. Since WIAA does not include Lacrosse as a competitive interscholastic sport, the District needed to establish a new category of interscholastic sport. Mr. Pettett, District Counsel, reviewed several examples of policies from other districts and used these to rewrite a portion of the Rules and Regulations (RR) governing high school athletics. This RR was then reviewed by the Athletic Directors, Principals, Assistant Superintendent, and parents representing Lacrosse. Dr. Schulte stated this will be another opportunity for additional student involvement. Since this is a significant change, the new Rules and Regulation will be brought to the Board for second reading at the next meeting.

Mr. Pettett explained, if the Board approves the new RR No. 2152, a new process will begin whereby a group such as Lacrosse can submit a request to form a club sport. The request would be reviewed by an Athletic Review Board, which would provide findings to the Superintendent. The Superintendent would then bring the request, with findings and a recommendation, to the Board for action. Discussion followed including Title IX and funding sources for low-income students.

Faith Glenn, 1314 McPherson Avenue, thanked the Board for considering this change. Ms. Glenn reported 93 Lacrosse programs in the state. This change will allow students to compete for their home schools. Ms. Glenn also stated there are scholarships and/or grants for participants available.

It was moved by Jill Oldson and seconded by Heather Cleary that –

THE BOARD APPROVE RULES AND REGULATION (RR) No. 2152- INTERSCHOLASTIC ACTIVITIES PARTICIPATION FOR FIRST READING.

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.

Motion was approved.

**3.2 Construction Projects**

**3.2.1 Teaching, Learning & Administration Center (TLAC) Design Development-2<sup>nd</sup> Reading**

Caren Johnson, Director of Capital Projects, reported Board approval is required for completion of the Design Development stage.

It was moved by Rick Donahoe and seconded by Jill Oldson that –

THE BOARD APPROVE THE DESIGN DEVELOPMENT FOR THE TEACHING, LEARNING AND ADMINISTRATION CENTER FOR SECOND READING.

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.

Motion was approved.

**3.3 Isolation and Restraint**

Mandy Cathey, Executive Director of Special Education, reported the annual data compiled for OSPI is also reported annually to the superintendent and building principals (Policy No. 2164). Ms. Cathey advised we continue to see a concerning number of isolations and restraints in our schools.

She reported staff members have already implemented several changes in an attempt to create change in these outcomes:

- Added a social worker to the BESST program staff at each elementary site to assist in developing and implementing effective practices.
- Created site-based school psychologist positions to ensure the school psychologist is in the building full-time and able to assist in implementing effective Functional Behavior Assessments (FBAs) and Behavior Intervention Plans (BIPs).
- Provided training for the elementary school psychologists including their participation in the Social Emotional Summit and Mindfulness training.
- Collapsed the Behavior Life Skills classrooms and dispersed those students among traditional Life Skills classrooms.

### **3.4 School Resource Officers**

Rick Jansons and Superintendent Schulte met with the City of Richland Mayor, City Administrator, and Chief of Police on October 4, 2018, but were unable to agree on any other options. Mr. Jansons stated this is a budget item for both parties, both of which want to provide safety for students. There is no ill will by either party. Mr. Jansons reviewed Section 8-Termination, of the multi-year agreement which states “*The agreement may be terminated without cause by either party upon thirty days’ prior written notice.*” Mr. Jansons stated he would not intentionally go into this agreement with the intent of using that option, but if other funding sources emerged (state or county funding), this could be a way to review priorities for funding mental health counselors.

Jill Oldson stated the District has a finite amount of money and needs to decide what is most helpful for students. Ms. Oldson felt that mental health counselors were a top priority. She advised school counselors are not mental health professionals and already have heavy loads with scheduling, career planning, and graduation requirement regulations.

Brett Amidan felt it was ethical to reevaluate the contract yearly as budget and priorities fluctuate.

Dr. Schulte reported, after speaking with principals, when police respond to incidents, the particular officer responding makes a difference. Some officers are more comfortable with students and SRO’s are exceptionally good because of their relationships with students. However, Dr. Schulte stated the District believes mental health counselors are a higher priority at this time. The District currently has two school security staff at each high school and could hire up to four more for the proposed cost of two SROs.

Mr. Jansons felt City and District officials should work together to request funding from the County and State next spring. Dr. Schulte also stated it would be in the City of Richland’s interest to include schools in the request for funding and both have shown a strong interest in working together.

Board members also shared concern for the number of days SROs are out of schools due to trainings or the “*Every 15 Minute*” program performed each year in local high schools.

Rick Donahoe stated he would prefer not to have SROs and shared the Chaplaincy is interested in becoming a resource to the schools. Board discussion followed.

-----  
*Public Input:* None

It was moved by Brett Amidan and seconded by Jill Oldson that –

THE BOARD APPROVE OPTION No. 1- A MULTI-YEAR CONTRACT FOR TWO SROs WITH A COST OF \$70,000 IN YEAR ONE, INCREASING BY \$20,000 PER YEAR UNTIL THE AMOUNT EQUALS HALF THE FULL COST OF THE TWO OFFICERS, ABOUT \$130,000, WITH A PLAN TO REVIEW ANNUALLY IN JUNE WITH THE STIPULATION THAT THE SUPERINTENDENT WILL CONTINUE DISCUSSION WITH THE CITY OF RICHLAND TO HAVE LESS OUT OF BUILDING DAYS FOR SROs.

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.  
Motion was approved.

### **3.5 Policy/RR No. 6750-Meal Charge Policy**

Galt Pettett, District Counsel, advised the past legislative session brought two new significant laws (ESHB 2610 and 2ESHB 1508) that build upon current student nutrition services. The first law regarding student nutrition services is ESHB 2610, creating the “hunger free students’ bill of rights.” This law prohibits districts from taking any action that would publicly identify a student who cannot pay for school meals, and also initiates new requirements for communicating with families and supporting applications for the free or reduced-price meals program.

The new law also sets expectations for communications to families about amounts owed for school meals. If a student is under the age of 15, the district or school must have direct communication about amounts owed only to the student’s parent or guardian. A local restaurant (Hop Jacks) and an individual student fundraiser also helped to pay down this debt.

It was moved by Heather Cleary and seconded by Jill Oldson that –

THE BOARD APPROVE POLICY/RR NO. 6750-MEAL CHARGE, FOR FIRST READING.

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.  
Motion was approved.

### **3.6 Policy No. 5321-Sick Leave**

Mr. Pettett stated last year Washington voters approved Initiative 1433, which requires employers, including school districts, to provide nonexempt employees paid sick leave. The sections of Initiative 1433 that relate to paid sick leave have been mostly codified in RCW 49.46.210. The Washington Department of Labor and Industries adopted regulations that implement the law. Key requirements of RCW 49.46.210 include:

- Nonexempt employees must be provided paid sick leave.
- Nonexempt employees must accrue at least 1 hour of paid sick leave for every 40 hours worked.
- Paid sick leave used must be paid to nonexempt employees at their normal hourly compensation.

The Administration chose to address these changes by updating the District's existing policy. The District's Human Resources Department has already started making the necessary changes to be compliant with these new legal requirements.

It was moved by Brett Amidan and seconded by Rick Donahoe that –

THE BOARD APPROVE POLICY No. 5321-SICK LEAVE, FOR FIRST READING.

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.  
Motion was approved.

### **3.7 Board Communications/Public Records**

Rick Jansons cautioned Board members regarding the Public Records Act and social media. Mr. Pettett stated posts become public records and need to be maintained according to the Public Record Act retention schedule or risk liability. Ty Beaver, Public Information Officer, oversees the District FaceBook page and website, both of which are maintained by a vendor. After discussion, Mr. Pettett was asked to bring a policy aligning with the Open Public Meeting Act and record retention rules to an upcoming meeting for Board review.

### **4.0 CONSENT AGENDA** (approval by a single vote of the Board)

It was moved by Heather Cleary and seconded by Rick Donahoe –

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.4).

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.  
Motion was approved.

### **4.1 Personnel Actions**

#### ADMINISTRATIVE PERSONNEL:

#### RETIREMENTS FOR THE 2018-2019 SCHOOL YEAR:

Chubb, Daniel, 1.0 FTE, Principal, River's Edge High School, effective 6/30/2019

#### CERTIFICATED PERSONNEL:

#### NEW HIRES FOR THE 2018-2019 SCHOOL YEAR:

Curcio, Paula, 1.0 FTE, SpEd Life Skills Teacher, Richland HS (non-cont.-effective 10/1/18)

Begalka, Regina, .5 FTE, School Nurse, Student Services (non-continuing, effective 10/1/18)

#### INCREASED FTE FOR THE 2018-2019 SCHOOL YEAR:

Schlahta, Glenda, .2 FTE, Consultant, Three Rivers Homelink (moving to .8 FTE, effect. 9/20/18)

#### TEACHERS WITH LIMITED TEACHING CERTIFICATES FOR 2018-2019 SCHOOL YEAR:

Zielke, Shelley, Long Term Substitute, ECEAP, Tapteal Elementary

#### RESIGNATIONS FOR THE 2018-2019 SCHOOL YEAR:

Watkins, Rebekah D 1.0 FTE, Counselor, Chief Joseph Middle School (effective 12/21/2018)

#### CLASSIFIED PERSONNEL:

#### HIRED:

Barrows, Aletha, Paraeducator, Sacajawea Elementary, effective 09/24/18

Brinkerhoff, Kevin, Custodian, Sacajawea Elementary, effective 10/02/18

-----  
Gardner, April, Paraeducator, Sacajawea Elementary, effective 09/24/18  
Sand-Lucas, Tanna, Paraeducator, Transportation, effective 10/01/18  
Schertenleib, Gina, Nutrition Services, Jefferson Elementary, effective 10/01/18  
West, Elizabeth, Paraeducator, Jason Lee Elementary, effective 10/01/18  
Yarbrough, Kelsey, Paraeducator, Early Learning Center, effective 09/17/18  
LEAVE ABSENCE FOR REMAINDER OF THE 2018-2019 SCHOOL YEAR:  
Branson, Debra, Secretary, Hanford High School, effective 10/05/18  
Cataldo, Shawnee, Secretary, Carmichael MS, effective 09/21/18(correction of last name)  
Trevino, Brooke, Paraeducator, Hanford High School, effective 10/05/18

RESIGNATIONS:

Alva, Lori, Nutrition Services, Chief Joseph Middle School, effective 09/28/18  
Boolen, Scott, Volleyball Coach, Richland High School, effective 10/9/18  
French, Patricia, Bus Paraeducator, Transportation, effective 09/19/18  
Stalcup, Stephenie, Paraeducator, Sacajawea Elementary, effective 09/24/18

RETIREMENTS:

Kesler, Tzu, Nutrition Services, Tapteal Elementary, effective 10/19/18  
Motyka, Kimberly, Grounds, Steven's Support Center, effective 09/28/18

**4.2 Overview of Committees/Workgroups Forming or Continuing**

**4.3 Resolution No. 879-Premera Interlocal**

**4.4 Payroll and Warrant Approval**

General Fund Warrant Nos. 10063403 through 10063480 for \$548,549.31  
Nos. 51000379 through 51000384 for \$10,932.62  
Nos. 71000350 through 71000376 for \$90,345.21  
Nos. 10063481 through 10063529 for \$257,167.90  
Nos. 51000385 through 51000388 for \$48,049.14  
Nos. 71000377 through 71000391 for \$71,183.13  
Capital Projects Fund Warrant Nos. 200001162 through 20001167 for \$310,118.88  
Nos. 20001168 through 20001170 for \$1,608,651.33  
No. 52000088 for \$293,875.94  
ASB Fund Warrant Nos. 40005828 through 40005835 for \$1,522.33  
Nos. 74000033 through 74000035 for \$12,704.98  
Nos. 40005836 through 40005849 for \$25,663.28  
No. 54000210 for \$868.80  
Nos. 74000036 through 74000037 for \$31,468.50  
Debt Service Fund Nos. 30000124 for \$1,957.81  
Payroll Warrant Nos. 10062951 through 10062957 for \$2,292.92  
Nos. 10063032 through 10063034 for \$9,169.08  
Nos. 10063207 through 10063346 for \$237,491.52  
Nos. 10063347 through 10063402 for \$3,680,489.19  
Electronic Fund Transfer for \$7,675,927.46  
Total September Payroll approved in the amount of \$11,605,370.17

**5.0 FUTURE AGENDA ITEMS**

Dr. Schulte stated a meeting with local legislators will be scheduled in early December.

**6.0 BOARD AND SUPERINTENDENT REPORTS**

Rick Schulte reported on the budget released by Chris Reykdal, OSPI Superintendent.

Jill Oldson attended the WSSDA Regional meeting in Burbank.

Rick Janson attended the WSSDA Regional meeting and attended a football game.

Brett Amidan attended a football game.

**ADJOURNMENT**

The meeting adjourned at 8:44 P.M.

---

RICHLAND SCHOOL DISTRICT NO. 400

---

SECRETARY, BOARD OF DIRECTORS