



Board of Directors, Regular Meeting Minutes, Tuesday, November 13, 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, November 13, 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 Human Resources Tony Howard, Executive Director of Support Services Richard Krasner, Public Information Officer Ty Beaver, Executive Director of Information Technology Mike Leseberg, Executive Director of Teaching, Learning and Curriculum Nicki Blake, 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**-Mr. Donahoe will be arriving late.

### **1.3 Approval of Minutes (October 23, 2018)**

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

THE BOARD APPROVE MEETING MINUTES FROM OCTOBER 23, 2018.

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

## **2.0 COMMUNICATIONS**

### **2.1 Student Representative Report**

Beau Ide, River's Edge High School Student, reported on topics from the recent Superintendent/Student Advisory meeting including elections, voting procedures, and mental health issues. He advised students felt it would be beneficial to have mental health counselors in schools trained to deal with anxiety, depression, suicide, and other issues, since current school counselors are overloaded with scheduling, graduation, and daily events.

### **2.2 Presentations/Recognitions-Leona Libby Middle School**

Andre Hargunani, Principal, recognized Jamie Pardue, Building Foreman, for her dedication to staff and students at Libby Middle School. He reported Ms. Pardue is always willing to do whatever it takes to help others. Ms. Pardue stated she loves her daily interaction with students and staff.

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

Colton Brady, 5111 Hershey Lane, and Madeline Michaelis, student, shared concerns regarding chromebooks and internet safety.

Mr. Donahoe arrived.

### **3.0 BUSINESS**

#### **3.1 Instructional Technology Update**

Paul Chartrand, Director of Technology and Innovation, stated the District began to receive funding from the recently passed technology levy. Of the two million dollars available for the 2018-2019 school year, approximately one million dollars will be expended by the Technology Department for the hard costs of computer equipment, licensing, hardware, and infrastructure. The remainder of the technology levy is being used for professional development and the instructional side of technology. The following is an update to the use of the technology levy funds:

- Hiring of a Director of Technology and Innovation.
- Richland and Hanford High schools applied and received building-wide immersion support grants. The grants provided a full time technology coach at each building, intensive technology integration training to all teachers throughout the year, and additional grant money to be targeted toward innovative practices.
- Four additional schools to receive immersion grants next year.
- The Doceo Center at Northwest Nazarene University is providing “train the trainers” instruction to core team members at each of the high schools and to District instructional coaches.
- Staff development in Canvas, a Learning Management System (LMS) currently in use at Hanford High School, Richland High School, and Libby Middle School. Others to be added in the future.
- Richland High School and Hanford High School held parent/community nights. All four middle schools also held parent nights in September.
- Technology parent night with Jeff Utecht was held at Richland High School.

#### **Public Input:**

Kristen Schlessor, 458 Satus Street, questioned the balance of online time for creative uses versus online educational products (i. e., ALEKS/Prodogy)) at the elementary level.

#### **3.2 Consolidated Program Review (CPR)**

Beth Harrington, Assistant Director of Teaching, Learning and Curriculum, reported the Consolidated Program Review monitors multiple federally funded programs under the Elementary and Secondary Education Act (ESEA). The CPR process consists of an Office of the Superintendent of Public Instruction (OSPI) team reviewing the District’s federal and selected state programs. A team from OSPI will conduct the review through the Education Data System (EDS) and an onsite review. Ms. Harrington advised staff members will be collecting data as evidence of compliance to the programs. OSPI will review data from all buildings and programs. OSPI staff will then visit selected schools to review individual programs. An exit interview will take place to present observations and review any non-compliant items. Upon completion of the review, if there are noncompliant items or items that require further evidence be provided, the District will provide further documentation to close the review.

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

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.6).

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:

Cooley, Claudia, 1.0 FTE, Director of Career and Technical Ed., Administration (effective 6/30/19)

##### CERTIFICATED PERSONNEL:

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

Sharpe, Danielle, 1.0 FTE, Math/Science Teacher, River's Edge HS (non-cont.-effective 11/19/18)

##### LEAVE OF ABSENCE FOR THE 2018-2019 SCHOOL YEAR:

Littke, Matt, .2 FTE, Science Teacher, Richland High School (effective 1/23/19 through 6/11/19)

##### CLASSIFIED PERSONNEL:

##### HIRED:

Baker, Joel, Plumber, Steven's Support Center, effective 11/19/18

Balbuena, Rebekah, Paraeducator, Early Learning Center, effective 11/05/18

Colee, Brandon, Grounds, Steven's Support Center, effective 10/29/18

Duvall, Emily, Nutrition Services, Marcus Whitman, effective 11/08/18

Gilmour, Lori, Nutrition Services, Tapteal Elementary, effective 11/05/18

Hopkins, Sami, Paraeducator, William Wiley, effective 11/01/18, temporary until 06/11/19

Kelley, Emily, Secretary, Early Learning Center, effective 11/05/18

Michael, Linda, Nutrition Service, Marcus Whitman Elementary, effective 10/04/18

Motkuri, Rama, Nutrition Services, Richland High School, 10/18/18

Williams, Jared, Grounds, Steven's Support Center, effective 11/13/18

##### RESIGNATIONS:

Hattrup, Shannon, Paraeducator, Lewis & Clark Elementary, effective 10/17/18

Sharp, Darla, Secretary, Enterprise Middle School, effective 12/21/18

Quintero, David, Bus Driver, Transportation, effective 10/31/18

#### **4.2 Resolution No. 880-Certification of 2019 Excess Property Tax**

#### **4.3 Highly Capable Annual Report**

#### **4.4 Cash Grant-Random Acts, Inc.-Enterprise Middle School**

#### **4.5 Cash Grant-Jason Lee PTA-Trailer for Archery Program**

#### **4.6 Payroll and Warrant Approval**

General Fund Warrant Nos. 10063951 through 10064032 for \$436,356.23  
Nos. 51000403 through 51000410 for \$53,423.31  
Nos. 71000428 through 71000445 for \$16,928.89  
Nos. 10064033 through 10064075 for \$315,131.10  
Nos. 51000411 through 51000413 for \$1,240.18  
Nos. 71000446 through 71000458 for \$28,951.32  
Nos. 10064085 through 10064173 for \$ 471,084.24  
Nos. 51000414 through 51000422 for \$346,467.71  
Nos. 71000459 through 71000470 for \$ 15,708.48

Capital Projects Fund Warrant Nos. 20001175 through 20001178 for \$436,356.23  
Nos. 20001179 through 20001180 for \$78,557.69  
Nos. 52000090 through 52000091 for \$1,821.72

ASB Fund Warrant Nos. 40005890 through 40005901 for \$13,517.89  
Nos. 40005902 through 40005925 for \$9,954.57  
Nos. 40005926 through 40005935 for \$14,418.31  
Nos. 54000213 through 54000215 for \$114,055.17  
Nos. 74000043 through 74000044 for \$8,607.87

Self-Insurance Fund Warrant Nos. 70000022 through 70000023 for \$5,607.40  
No. 70000024 for \$698.28

Payroll Warrant Nos. 11599 through 10957 for \$11,526.35  
Nos. 10063705 through 10063889 for \$267,997.27  
Nos. 10063890 through 10063950 for \$3,756,757.14

Electronic Fund Transfer for \$8,155,392.65  
Total October Payroll approved in the amount of \$12,191,673.41

#### **5.0 FUTURE AGENDA ITEMS**

##### **5.1 The Board Operating Procedure Workshop**

The Special Meeting will be held November 15, 2018 from 5:00-6:30 P.M. at 333 Spokane Falls Blvd. in Spokane. Dr. Schulte shared several variations of policies from other districts for Board members to review before the meeting.

Dr. Schulte also shared details regarding District property in the Badger Mountain South area. He explained a quick lean release was requested. Emails and conversations with several parties have taken place, but no written documentation has been presented. Dr. Schulte felt the need to meet with all parties at the same time before moving forward and asked for Board input.

Rick Jansons stated he was in favor of delegating this decision to the Superintendent after staff members are able to meet with required parties. Mr. Jansons asked for something in writing and that it be enforceable.

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

THAT THE BOARD OF DIRECTORS DELEGATE THE DECISION MAKING AUTHORITY TO THE SUPERINTENDENT REGARDING THE BADGER MOUNTAIN SOUTH PROPERTY TO INCLUDE WRITTEN, ENFORCEABLE DOCUMENTAION.

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

Dr. Schulte announced the Special Board Meeting with local legislators will take place on December 13, 2018 at 5:30 P.M. Superintendent Schulte will comprise legislative priorities to share.

#### **6.0 BOARD AND SUPERINTENDENT REPORTS**

Rick Schulte attended the STEM Foundation Celebration Breakfast and several Veterans' Day assemblies.

Jill Oldson attended the STEM Foundation Celebration Breakfast and met with Dr. MacTavish and Rick Donahoe on strategic planning.

Brett Amidan attended several Richland and Hanford High School football games.

Rick Donahoe worked with Dr. MacTavish and Jill Oldson on strategic planning.

Rick Jansons, Galt Pettett, and Dr. Schulte met with WSU representatives regarding land for the Hanford High School field project. Discussions will continue in the future.

Board members were invited to the River's Edge High School's annual Thanksgiving Dinner on November 20, 2018 at 11:15 A.M.

#### **ADJOURNMENT**

The meeting adjourned at 7:31 P.M.

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RICHLAND SCHOOL DISTRICT NO. 400

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SECRETARY, BOARD OF DIRECTORS