



Board of Directors, Regular Meeting Minutes, Tuesday, October 23, 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 23, 2018, at 6:00 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 K-5 and Assessment Brian Moore, Executive Director of Human Resources Tony Howard, Public Information Officer Ty Beaver, Executive Director of Information Technology Mike Leseberg, 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 6:00 P.M.

**EXECUTIVE SESSION (Personnel)**

The Board adjourned to executive session at 6:00 P.M. to discuss qualifications of an applicant for employment or review of performance of an employee (final actions must be taken in public and discussions affecting employees generally must be held in public) 42.30.110 (1) (g). The executive session was projected to last thirty minutes, with no action expected. Executive session ended at 6:28 P.M.

The Board returned to the regular meeting at 6:34 P.M.

**1.0 CALL TO ORDER**

**1.1 Pledge of Allegiance**

**1.2 Roll Call**-Brett Amidan participated via conference call.

**1.3 Approval of Minutes (October 9, 2018)**

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

THE BOARD APPROVE MEETING MINUTES FROM OCTOBER 9, 2018 AS AMMEDED.

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

Motion was approved.

**2.0 COMMUNICATIONS**

**2.1 Student Representative Report**

Richland High School Students Katarina Heck, Sarah Stewart, and Scott Almond reported on topics discussed at the recent Superintendent/Student Advisory meeting including: attracting students to go into education, arming teachers, bullying/cyber bullying, and Title IX.

-----  
**2.2 Presentations/Recognitions**

Kindra Clayton, Sacajawea Elementary Principal, recognized Amy Salinas, Instructional Specialist and Administrative Intern. Ms. Clayton shared Ms. Salinas is a natural leader with a focus on students. Her work with the *Kids at Hope* model at Sacajawea continues to be impressive.

Bobbi Buttars, Jefferson Elementary Principal, recognized Terah Ochoa, Administrative Assistant. Ms. Buttars shared Ms. Ochoa has a firm yet loving attitude towards students. She considers Ms. Ochoa to be the “*mom of the building*”.

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

Kade Harrison, 4250 Cobblestone Court; Lauren Allen, 1970 Sky Meadow Avenue; Melissa Burnside, 5903 Velonia Drive; Steve/Andrea Kartchner, 1810 Ironwood Avenue; and Paul/Denae Jeppson, 4504 Desert Cove Court shared their concern regarding internet safety with chromebooks.

Pam Wright, 1112 Wright Avenue; Liz Todd, 31404 East Kennedy Road; Lori Ashbeck; Melissa Lehschall, 3701 Northlake Drive; Sara Flores-Anderson, 289 Rachel Road; Robin Jones, 9311 Shetland Drive; Nicki Sintay, 368 Temple Meadow Lane; Annie Carlson, 106 Thayer Drive; Ree Rykiel, 1906 Peach Tree Lane; Barbie Nix, 4609 West Court Street; Peggy Pilger, 147 MacArthur; Brandee Hogg, 1859 Birch Avenue shared their concern regarding Para Educator salaries.

Rick Jansons stated para work is very important and valued by the District. Mr. Jansons expects all additional state funding for salaries to be passed on to staff as determined though contract negotiations.

**3.0 BUSINESS**

**3.1 Rules/Regulation No. 2152-Interscholastic Activities Participation-2<sup>nd</sup> Reading**

*Public Input:*

Angie Matheson, Lacrosse Club President, and several Lacrosse team students thanked the Board for considering new rules and regulations to allow club sports in the District. Ms. Matheson asked Board members to approve RR 2152.

With no further comments, Mr. Jansons asked for a motion.

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

THE BOARD APPROVE RULES/REGULATIONS No. 2152-INTERSCHOLASTIC ACTIVITIES PARTICIPATION.

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

**3.2 Threat Assessment Cooperative**

Galt Pettett, District Counsel, reported the 2018 legislature funded grants to allow several Educational Service Districts (ESD’s) to establish threat assessment procedures and form threat assessment cooperatives among school districts. ESD 123 received a partial grant and formed a

cooperative with additional funding from Richland, Pasco, and Kennewick school districts. Mr. Pettett and Todd Baddley, Assistant Superintendent of Secondary Education, will serve as coordinators for Richland's participation in this cooperative. The ESD has recently hired a full-time coordinator and trainer to begin implementation of the threat assessment cooperative. The District will participate this year on a trial basis and will evaluate the program, the cooperative, and the role of the ESD by the end of the year, before committing to future participation.

### **3.3 Inclement Weather**

Jeff Lettau, Assistant Director of Support Services, explained the planning process for handling weather events including inspecting roads, clearing sidewalks and parking lots, and making decisions on delaying or closing schools. Mr. Lettau reported the process begins very early with staff assigned to various areas within the District. The goal is to decide on delays/closures by 5:00 A.M. Specialized equipment has been updated for snow removal and the spreading of ice melt.

Ty Beaver, Public Information Officer, advised communication is the key and the District will use every method possible (website, Flash Alert, Facebook, Twitter, School Messenger) to get the message to parents as soon as decisions are made. Dr. Schulte also reported a 3-hour delay may be implemented this year if needed. Ultimately, parents need to make the final decision if it is too dangerous for their children to travel to school from their particular location, as conditions vary from location to location.

### **3.4 Strategic Planning**

Dr. MacTavish, Successor Superintendent, advised attending "*Meet and Greet*" type meetings at all schools during which staff members expressed a strong interest in an articulated plan. Dr. MacTavish shared examples of district strategic plans that contain components of interest with different timelines from one to ten years. Each plan contains elements that might guide the District process. Board input was requested. Discussion followed including:

- Possible workshop
- Three to five goals around an organized theme/shorter vs. longer-(four pages?)
- Core values
- Stakeholder input/surveys
- Staff input
- Avoid education jargon
- Make a plan-continue to reevaluate, adjust, and revisit
- Possible spring timeline

After discussion, there was consensus for Rick Donahoe and Jill Oldson to meet with Dr. MacTavish to begin the process, with a Board workshop to follow.

### **3.5 Ground Lease-Washington State University Tri-Cities (WSUTC)**

Galt Pettett, District Counsel, advised the February 2017 bond election included a new outdoor athletic facility at Hanford High School. Mr. Pettett explained in January, 2018, the Administration shared a draft of the proposed lease with the Board. The lease involved the current field location. Shortly after the Board's discussion, Administration took the Board's input, included it into the lease and delivered it to WSU Tri-Cities.

Since that time, Administration met with members of WSU Tri-Cities on several occasions. The parties explored the option of swapping or exchange of land so the District could gain ownership of the athletic field. Ultimately, WSU Tri-Cities decided against the land swap. Mr. Pettett shared the WSU response to the initial lease which includes the following stipulations:

1. The District would pay for the 30 acre parcel to be legally divided into two separate parcels.
2. WSU would have priority use of the athletic fields, auditorium, gymnasiums, and classrooms at Hanford High School. WSU's priority would be second only to any District group or activity. The lease does allow the District to charge WSU for their use of the facilities.
3. The District would pay \$1.00 (one dollar) for each year of the lease.
4. The lease term would be for an initial 40 years with an option to extend it another 25 years any time after the initial 5-years of the lease.
5. WSU would be able to co-brand the stadium with their logos.
6. The District and others who use the stadium would not be allowed to park on WSU Tri-Cities campus.

Mr. Pettett advised the District would still have first use priority. More activities (band, sports, etc.) will be using the field since turf will be installed. Board discussion followed including:

- Building on leased property is not desirable.
- 2<sup>nd</sup> priority use policy would lessen availability for youth sports groups and community groups.
- Rather build in another location on the site owned by the District.
- Rick Jansons, Mr. Pettett, and Dr. Schulte to have further discussion with WSU-perhaps include Port of Benton in the discussion and/or speak with WSU Pullman officials.
- Community input process is beginning tonight with completion 3 ½ years from now giving boosters clubs time to fund raise for additional amenities. This timeline is somewhat flexible.

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

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.5) WITH AMMENDED PERSONNEL ACTION.

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

#### **4.1 Personnel Actions**

##### CERTIFICATED PERSONNEL:

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

Dobken, Laurisa, 1.0 FTE, Fourth Grade Teacher, Tapteal Elementary (effective 11/21/18)

##### CLASSIFIED PERSONNEL:

##### HIRE:

Cole, Dale, Bus Driver, Transportation, effective 10/01/18

Gass, Shawn, Secretary, Carmichael Middle School, 10/22/18 (replacement)

Gray, Jessica, Paraeducator, Jefferson Elementary, effective 10/15/18

Hadford, Alexandria, Paraeducator, Lewis & Clark Elementary, effective 10/15/18  
Mackey, Mike, Bus Driver, Transportation, effective 10/15/18  
McCauley, Ronald, Bus Driver, Transportation, effective 10/02/18  
Mellinger, Debbie, Bus Driver, Transportation, effective 10/18/18  
Milliken, Marsha Secretary, Hanford High School, effective 10/18/18 (replacement)  
Napolitan, Tarra, Bus Driver, Transportation, effective 10/01/18  
Quintero, David, Bus Driver, Transportation, effective 10/11/18

**RESIGNATIONS:**

Webb, Natasha, Paraeducator, Chief Joseph Middle School  
Willoughby, Tedora, Nutrition Service Worker, Badger Mountain Elementary, effective 10/18/18

**4.2 Policy/RR No. 6750-Meal Change Policy**

**4.3 Policy No. 5321-Sick Leave**

**4.4 Enrollment Monthly Report**

**4.5 Warrant approval**

General Fund Warrant Nos. 10063533 through 10063627 for \$229,870.12  
Nos. 51000389 through 51000394 for \$349,992.36  
Nos. 71000392 through 71000405 for \$24,148.82  
Nos. 10063628 through 10063704 for \$138,395.64  
Nos. 51000395 through 51000402 for \$223,211.22  
Nos. 71000406 through 71000427 for \$96,115.68

Self-Insurance Fund Warrant No. 70000019 for \$9,765.24

Nos. 70000020 through 70000021 for \$155,913.10

Capital Projects Fund Warrant Nos. 20001171 through 20001173 for \$475,108.87

No. 52000089 for \$10,455.11

No. 20001174 for \$2,313.82

ASB Fund Warrant Nos. 40005850 through 40005869 for \$18,753.66

Nos. 54000211 through 54000212 for \$139,894.38

Nos. 74000038 through 74000040 for \$2,688.13

Nos. 40005870 through 40005889 for \$14,171.35

Nos. 74000041 through 74000042 for \$3,940.00

**5.0 FUTURE AGENDA ITEMS**

Dr. Schulte reminded the Board that Lacrosse was not approved tonight, just a change to the rules and regulations to allow clubs to apply. This request will then go to a committee, then to the Superintendent, then to the Board for approval.

A Board workshop to discuss Board Operating Procedures will be planned during the annual WSSDA Convention. A date, time, and location will be announced and posted in the future.

**6.0 BOARD AND SUPERINTENDENT REPORTS**

*None*

Mr. Jansons adjourned the regular portion of the meeting at 9:14 P.M. to allow those in attendance to exit. The meeting reconvened at 9:20 P.M.

**7.0 EXECUTIVE SESSION (Superintendent Evaluation)**

The Board adjourned to executive session at 9:20 P.M. to discuss qualifications of an applicant for

employment or review of performance of an employee (final actions must be taken in public and discussions affecting employees generally must be held in public) 42.30.110 (1) (g). The executive session was projected to last fifteen minutes, with no action expected. Executive session ended at 9:34 P.M.

The Board returned to the regular meeting at 9:34 P.M.

### **ADJOURNMENT**

The meeting adjourned at 9:34 P.M.

---

RICHLAND SCHOOL DISTRICT NO. 400

---

SECRETARY, BOARD OF DIRECTORS