



Board of Directors, Regular Meeting Minutes, Tuesday, August 28, 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, August 28, 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 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 6:33 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-All here

1.3 Approval of Minutes (August 14, 2018)

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

THE BOARD APPROVE MEETING MINUTES FROM AUGUST 14, 2018.

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

Motion was approved.

2.0 COMMUNICATIONS

2.1 Introductions

Brian Moore, Assistant Superintendent of Elementary Education, introduced new Assistant Principals Sean Langdon-Orchard Elementary, and Tina Wutzke-Badger Mountain Elementary.

2.2 Requests and Comments by Visitors (time limit)-None

3.0 BUSINESS

3.1 Start of School

Dr. MacTavish, Successor Superintendent, reported the Early Learning Center numbers are increasing daily with 260 students currently enrolled, with room for 315 students. Given the volume of families enrolling each day, there is no doubt the enrollment capacity will be reached. Dr. MacTavish advised 13 certified staff positions are unfilled as of today, with interviews still in progress. Some staff movement was needed from building to building because of student enrollment increase or decrease in particular schools. She reported numbers are down in

kindergarten and first grade, while third through twelfth grades have increased. Accurate numbers will not be available until September 4, 2018. She also stated some bus routes have been consolidated due to the bus driver shortage.

3.2 Secondary Math Materials Renewal Update

Erika Doyle, Assistant Director of Teaching, Learning and Curriculum, shared the middle school math cohort began working with a math consultant and focused on improving first-time instruction in the spring of 2017. Teachers engaged in 35 hours of focused professional development. Teacher training centered around three resources: *Learning Targets*, by Moss and Brookhart, *Embedding Formative Assessment* by Dylan William, and *Minds on Math* by Wendy Hoffer. Student lessons focused on learning targets that were measurable for each day. Each lesson's learning target connects to the next lesson's target, enabling students to master a coherent series of challenges that ultimately lead to important curricular standards. Ms. Doyle explained the formative assessment process follows. Pilots of the materials will begin in mid-September. During the 2018-19 school year, high school teachers will have the opportunity to work with the math consultant and engage in a process similar to the middle school.

3.3 K-12 English Language Arts (ELA) Materials Renewal Update

Kristina Tucker, ELA Coordinator, stated staff members are busy with:

- Implementation of the newly adopted and purchased English Language Arts 6-12 grade instructional materials
- Adopted and purchased materials for high school ELA elective courses
- Year two implementation of K-5 ELA instructional materials

Ms. Tucker reported all materials were received and available for teachers who wanted to explore instructional materials before formal training. Initial trainings were held mid-August. There will be make-up training offered in September for those that were not able to attend the initial trainings. Feedback from teachers indicated they were grateful for the time to learn and understand the new instructional materials and benefited from the time to collaborate with grade level teams from other buildings. Special Education teachers were especially excited to see the texts were adaptable for students needing extra support.

3.4 Public Hearing: 2018-2019 Budget

Mr. Jansons announced the opening at of the Public Hearing at 6:57 P.M. and reviewed the hearing procedures. He asked for any input from the audience. After announcing last call, the Public Hearing was closed at 6:59 P.M with no input received.

3.5 Resolution No. 876: 2018-2019 Budget Approval

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

THE BOARD APPROVE RESOLUTION No. 876-2018-2019 BUDGET.

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

3.6 Policy/RR No. 2500-Drones

Galt Pettett, District Counsel, advised unmanned aerial vehicles (UAVs) have become an increasingly familiar technology and have become smaller, more capable, and less expensive. UAV or drones are being sold at various stores throughout the community. Many students have purchased drones for personal use and now want to use them at school.

In 2016, the FAA issued a memorandum regarding educational use of drones in response to questions from students and educational institutions. It provided clarification on exemptions that apply to: (1) a student operating a drone for purposes of academic coursework in subjects such as science, technology, aviation, or film production; and (2) a person operating a drone at educational institutions. Unauthorized drone flights may result in FAA enforcement actions, including steep fines. Mr. Pettett emphasized, this is a District concern, especially due to the proximity to an airport.

While the FAA has allowed school district use of drones at extracurricular activities, the WIAA has prohibited drones for any purpose at tournament venues. Further, the District's insurance pool has also provided clear guidance on what is and is not permitted when using drones. Mr. Pettett explained the policy presented codifies the restrictions made by the FAA, WIAA and the District's insurance provider. Board discussion followed.

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

THE BOARD APPROVE POLICY/RR No. 2500-DRONES FOR FIRST READING.

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

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

Heather Cleary asked to pull Item 4.4-Resolution No. 877.

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1, 4.2, 4.3, AND 4.5).

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

Ms. Cleary asked if the buses being purchased with this funds transfer were replacement buses or additional buses. Dr. Schulte shared these are replacement buses. He explained the depreciation schedule for purchasing buses and stressed the importance of replacing buses on a continual basis to keep maintenance costs to a minimum and avoiding a large purchase at one time.

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

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

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

Motion was approved.

4.1 Personnel Actions

ADMINISTRATIVE PERSONNEL:

NEW HIRES FOR THE 2018-2019 SCHOOL YEAR:

Langdon, Sean, 1.0 FTE, Assistant Principal, Orchard Elementary

REASSIGNMENT FOR THE 2018-2019 SCHOOL YEAR:

Wutzke, Tina, 1.0 FTE, Assistant Principal, Badger Mountain Elementary

CERTIFICATED PERSONNEL:

RESIGNATIONS FOR THE 2017-2018 SCHOOL YEAR:

Morgan, Justin, 1.0 FTE, Language Arts Teacher, Leona Libby Middle School

NEW HIRES FOR THE 2018-2019 SCHOOL YEAR:

Tiffany, Sacha, 1.0 FTE, Math/Science Teacher, Leona Libby Middle School

McCarty, Jamee, 1.0 FTE, Special Education Teacher, Sacajawea Elementary (non-continuing)

Neitschmann, Britney 1.0 FTE, Language Arts Teacher, River's Edge High School

Garza, Sarah, 1.0 FTE, Fourth Grade Teacher, Sacajawea Elementary

INCREASED FTE FOR THE 2018-2019 SCHOOL YEAR:

Campbell, Luisa, .04 FTE, Music Teacher, Three Rivers HomeLink (.79 FTE for 2018-19)

Filipy, Kynda, .1 FTE, Health Teacher, Richland High School (.7 FTE for 2018-19)

TEACHERS WITH LIMITED CERTIFICATES FOR THE 2018-19 SCHOOL YEAR:

Allen, Shelly, Physical Education Teacher, Marcus Whitman Elementary

Arnold, Arienne, French Teacher, Carmichael MS, Hanford HS, Richland HS

Blake, Spencer, Music Teacher, Badger Mt El, Marcus Whitman El.

Bradshaw, Myriam, German Teacher, Hanford HS

Brightman, Lynette, Special Education Teacher, Enterprise Middle School

Gates, Lisa, ECEAP Teacher, Early Learning Center

Gosney, Megan, Mathematics Teacher, Hanford High School

Grow, Jesse, Special Education Teacher, Hanford High School

Hogarty, Maggie, Language Arts Teacher, Carmichael Middle School

Stoddard, Susan, ECEAP Teacher, Early Learning Center

CLASSIFIED PERSONNEL:

HIRED:

Behling, Karalee, Secretary, Richland High School, effective 08/27/18

Chandler, Pamela, Paraeducator, White Bluffs Elementary, effective 08/27/18

Damstedt, Carrie, Paraeducator, Early Learning Center, effective 08/27/18

Lanning, Laura, Paraeducator, Early Learning Center, effective 08/27/18

Premel, Crystal, Paraeducator, Early Learning Center, effective 08/27/18

Minor, Debbie, Kitchen Manager, Early Learning Center, effective 08/27/18

Salim, Yunis, Nutrition Services, Marcus Whitman/Lewis & Clark, effective 08/29/18

Sexton, Lizbeth, Paraeducator, Early Learning Center, effective 08/27/18

Simmons, Anne, Paraeducator, Sacajawea Elementary, effective 08/27/18

Ziabletsev, Julie, Paraeducator, MSW, Lewis & Clark, effective 08/27/18

RESIGNATIONS:

Dame, Melissa, Paraeducator, White Bluffs Elementary, effective 08/23/18

Page, Tyrel, Custodian, Richland School District, effective 08/27/18

Pennington, Tracy, Paraeducator, Hanford High School, effective 08/21/18

Ramacher, Pam, Paraeducator, Orchard Elementary, effective 08/22/18

Scott, Samantha, Paraeducator, Three Rivers HomeLink, effective 08/20/18
Schulz, Kelly, Paraeducator, Jefferson Elementary, effective 08/14/18
Thompson, Sara, Bus Driver, Transportation

4.2 Budget Monthly Report

4.3 Sale of Dallas Road Property

4.4 Res. No 877-Authorization to Transfer Funds from General to the Transportation Fund

4.5 Warrant approval

General Fund Warrant Nos. 10062669 through 10062715 for \$739,280.76
Nos. 51000342 through 51000349 for \$468,565.97
No. 70000010 for \$ 10,189.97
Nos. 71000263 through 71000274
Nos. 10062716 through 10062749 for #203,165.40
Nos. 51000350 through 51000353 for \$8,890.79
Nos. 70000011 through 70000014 for \$268,016.33
Nos. 71000275 through 71000284 for \$14,095.32

Capital Projects Fund Warrant Nos. 20001142 for \$ 70.81
Nos. 52000082 through 52000083 for \$2,849.86
Nos. 20001143 through 20001145 for \$190,908.59
No. 52000084 for \$30,165.40

ASB Fund Warrant Nos. 40005786 through 40005788 for \$17,615.79
Nos. 54000205 through 54000207 for \$38,943.12
Nos. 40005789 for \$8,206.00

5.0 FUTURE AGENDA ITEMS

Superintendent Schulte advised Mr. Pettett is working on a policy to allow Lacrosse, or other club sports, to be approved by the District. Dr. Schulte will be meeting with the Chancellor from WSU Tri Cities to discuss property on the Hanford High School Campus and report back to the Board with further developments. Other projects for September meetings include Richland High School auditorium programming and design development for the Teaching, Learning and Administration Center. Dr. Schulte also commented on the reader board at Jefferson Elementary and would like to upgrade reader boards at all schools as they are a good communication tool.

Mike Hansen, Deputy Superintendent stated spring test results will be released on August 31, 2018. He will prepare a Board report for an upcoming meeting.

Rick Jansons asked to review the transportation policy as the current policy is unclear leaving decisions to judgment calls. Mr. Krasner was asked to begin this process.

6.0 BOARD AND SUPERINTENDENT REPORTS

Rick Schulte attended the Grand Opening at the new Jefferson Elementary. Dr. Schulte then reviewed history relating to the School Resource Officer (SRO) contract. Currently the District has two officers in Richland high schools, one each at Richland and Hanford High Schools. The West Richland Police Department is providing one SRO to service the middle schools in West Richland at no cost to the District. The District's contract with the City of Richland ended in 2012 with a cost of \$25,000 per year. The City of Richland is asking for a three year contract with the beginning cost of \$35,000, increasing over the next two years. Dr. Schulte noted that each officer's salary could fund a teacher or counselor instead. He is in favor of a one year contract with the hope of

advocating for funds from the recent Benton County Public Safety levy. This request was turned down for this year.

Mr. Jansons stated he would advocate for a one year contract for \$35,000 at this time, then approach Benton County to request further funding from the County Public Safety levy funds. Mr. Jansons advised principals have been asking for mental health counselors. Chief Taylor stated he would talk with his supervisor and get back to the District.

Jill Oldson reported meeting with each of the Executive Directors in the District to help her to become familiar with what each are responsible for.

Rick Donahoe and Heather Cleary attended the Jefferson Elementary Grand Opening.

Rick Jansons asked for a volunteer Board member to participate on the WSSDA Resolutions Committee with all expenses paid for by WSSDA. Mary Guay, retired Board member, stated the committee meets several times per year. Jill Oldson volunteered to take part on this committee. Mr. Jansons attended a meeting at Jefferson Elementary regarding PLC time.

The regular portion of the meeting was adjourned at 7:43 to allow those in attendance to exit. The meeting reconvened at 8:00 P.M.

7.0 EXECUTIVE SESSION (Superintendent Evaluation)

The Board adjourned to executive session at 8:00 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 8:30 P.M.

The Board returned to the regular meeting at 8:30 P.M.

ADJOURNMENT

The meeting adjourned at 8:30 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS