



Board of Directors, Regular Meeting Minutes, Tuesday, December 11, 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, December 11, 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, Assistant Superintendent 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, 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 6:32 P.M.

The Board returned to the regular meeting 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 (November 27, 2018)

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

THE BOARD APPROVE MEETING MINUTES FROM NOVEMBER 27, 2018.

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

1.4 Board Election of Officers

Rick Jansons explained the yearly election process and asked for volunteers for the office of President.

Amidan, no; Cleary, no; Donahoe, no; Oldson, no; and Jansons, yes.

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

THE BOARD APPROVE RICK JANSONS AS PRESIDENT OF THE RICHLAND SCHOOL DISTRICT BOARD OF DIRECTORS.

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

Mr. Jansons asked for volunteers for the office of Vice President.

Amidan, no; Cleary, yes; Donahoe, no; Oldson, no; and Jansons, no.

It was moved by Rick Jansons and seconded by Rick Donahoe that –

THE BOARD APPROVE HEATHER CLEARY AS VICE PRESIDENT OF THE RICHLAND SCHOOL DISTRICT BOARD OF DIRECTORS.

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

2.0 COMMUNICATIONS

2.1 Presentations/Recognitions-Carmichael Middle School

Brian Stadelman, Principal, introduced Michelle Gotthold, a volunteer who has led the Math Team for the last four years. Mr. Stadelman shared the many successes of the Carmichael Math Club including a gold level certification through the MathCounts National Program. He thanked Ms. Gotthold for her tremendous dedication to the program and the students of Carmichael.

2.2 Requests and Comments by Visitors (time limit)

Lorrie Reid, 4275 French Street, Para at Wiley Elementary, stated her job is to keep kids safe and she doesn't feel valued as a Para.

Francesca Maier, 21456 Hudson Avenue, shared her concern regarding a District website link.

Nathan Ge, 1031 Sirron Avenue, shared his concern to changes in the Special Education Program in the District regarding Para language.

Kiley Genetti, 2084 Hoxie Avenue, thanked the District for smaller class sizes but doesn't think Para time in the classroom should be limited going forward.

3.0 BUSINESS

3.1 Boys and Girls Clubs of Benton and Franklin County

Brian Moore, Assistant Superintendent of Elementary Education, reported the Boys and Girls Clubs (BGC) transition into the District has been very successful. BGC are currently open and running at all sites. Mr. Moore reported some programs take place in portables while others use common spaces in buildings. There are currently 416 registered members and average over 300 students served per day, which is a considerable increase over last year's numbers. He also reported the BGC leadership team is easily accessed when needed.

Marc Nelson, Wiley Principal, reported an increase in participation from 12 to 30 students this year. Mr. Nelson advised principals have been very pleased with the new site coordinator position at each site. Having a full-time staff member available to help with parents and engage themselves in school related activities has been very valuable.

Brian Ace, BGC, thanked Board members for their support. He reported overall parent feedback has been positive at all sites. Plans are to formally survey parent satisfaction in February.

Rachel Sanders, 1511 James Road, asked for more information about the kinds of activities provided.

Ray Geimer, 2612 Quarterhorse Way, stated the need to provide services to special needs students.

3.2 Promise K

Mike Hansen, Deputy Superintendent, reported Promise Kindergarten is an early learning program designed to help close the opportunity gap among students entering kindergarten. He advised identified students will be fully integrated into selected schools and attend a regular kindergarten day. Students will ride the bus, play at recess, eat lunch in the cafeteria, and participate in specials. By providing a fully integrated “Promise K” experience for identified students, school system protocols and classroom routines that could have been barriers for student success are reduced. As a result, transition to kindergarten is easier for both students and the families.

Katey Bryan, Early Learning Coordinator, stated the District is looking specifically for families with children turning five between September and January, who for financial and/or other reasons, have not had access to preschool prior to entering kindergarten. Students are identified and qualify through a screening process that occurs in late fall, and start in their Promise K classrooms on the first day of second semester. Originally, the plan was to begin Promise K in January of 2019. However, a better plan will be to involve building principals and staff at the Early Learning Center in a longer and more comprehensive “child find” effort prior to the first year rollout of the program. Work to identify students will parallel District work identifying preschool students in spring 2019. Child finding efforts will continue through first semester next year with Promise K beginning January, 2020.

Public Comment:

Cassie Oakes, 2144 Crestview Avenue, had questions regarding enrollment in Promise K.

3.3 Discipline Rate Improvements

Todd Baddley, Assistant Superintendent of Secondary Education, shared encouraging trends relating to one of the District’s targeted improvement areas of reducing student suspensions. Although 2017-2018 suspension information is not available on the OSPI website, data from prior years are available and show encouraging tendencies. Information shows a downward trend from the baseline of 5.5% discipline rate in 2013 to 2.6% in 2017. Secondary schools conduct after school tutoring programs with students assigned to attend in lieu of suspension. Students receive instructional support from certificated teaching staff to keep current in their course work while reducing the number of out of school suspension days served. After school tutoring is also open to all students.

Board discussion followed.

Ken Hays, 8612 Deschutes, Richland Education Association President, shared District teachers still consider discipline behavior one of their top concerns.

3.4 Digital Citizenship

Erika Doyle, Assistant Director of Teaching, Learning and Curriculum, advised on August 14, 2018, the Board was updated regarding the work of the Digital Citizenship Committee and next steps, which included parent nights and public review of the recommended instructional materials. The committee met on October 16, 2018, and November 14, 2018, to review public feedback and make final revisions of the materials. There were a few changes the committee made as a result of feedback gathered during public review. All agreed there was ample evidence of a rigorous and thorough process and suggested the following recommendations:

- A follow-up committee to research and make recommendations regarding screen addiction.
- In regards to policy 2314, develop written documentation which outlines the process for students reporting, how the parents will be notified, and how students and parents will be provided support when students access or share inappropriate content.
- Written procedure outlining the student, teacher, and Information Technology department's responsibility to document incidents of inappropriate content and a process for follow through at building and district levels. The suggestion during the discussion was to replicate our process for documenting bullying and harassment.

Ms. Doyle asked for approval, first reading, or if any further information is needed. Paul Chartrand, Director of Technology and Innovation, reported each building has two lighthouse teachers who will begin training staff after approval.

Mr. Jansons explained the usual process of approving for first reading, then giving time for input, then back to the Board for second reading/final approval at the next Board meeting. Board discussion followed.

Board members asked if students can bring their own devices instead of using District issued Chromebooks. Ms. Doyle stated students are able to directly connect to District internet with their personal devices or can use their own data package. She noted that using their personal data package does not have the same filter as the District.

Mr. Jansons thanked all those on the committee for their work and felt, after 14 months of work, this was a very thorough process. He liked the addition of Policy No. 2314-Responsible Use Policy training yearly. Mr. Jansons also stated he didn't feel the government should be teaching elementary students about porn, rather, it is the parents' role to teach morality to their children.

Public Comment:

Kristen Schlessor, 458 Satus Street, MaryAnn Michaelis, 1041 Lethbridge Avenue, Aaron Stevens, 517 Lakerose Loop, Chris Jacobs, 1341 Baywood Avenue, Kimberly Heath, 743 Meadows Drive, Kari Williams, 624 Southwell Street, Cassidy Gaul, 1409 Kimball, Lora Brady, 5111 Hershy Lane, Teresa Brame, 2207 Copperleaf Street, Jeff Michaelis, 1041 Lethbridge Avenue, Steven Kartchner, 1810 Ironwood Avenue, shared their concerns regarding the Digital Citizenship Curriculum.

Andrea Kartchner, 1810 Ironwood Avenue, shared her concern about the dress code policies at schools.

Doug Larson, Richland, stated students should be raised tech-free.

Superintendent Schulte stated the Richland School District's Discipline Policy is also relevant. It includes "lewd conduct" as misbehavior subject to discipline whether electronic or by other media.

Board Comments:

- Importance of parents having conversations with their students regarding what is inappropriate
- Age appropriate language should be used
- Define and teach safe reporting process for students/staff to follow when they see inappropriate material, report to IT Department for blocking of site
- Annual training-Policy 2314-Responsible Use Policy for students and staff
- Address screen time issue
- Develop "Teach Tos" and train teachers before roll out

Board members thanked those who spoke for sharing their comments and suggestions. Mr. Jansons asked Ms. Doyle to include a plan for "Teach To" development in the second reading of the document. Dr. Schulte will also review this at the weekly Cabinet meeting.

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

THE BOARD APPROVE RICHLAND SCHOOL DISTRICT DIGITAL CITIZENSHIP CURRICULUM AND MATERIALS FOR FIRST READING.

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

3.5 Legislative Meeting

Dr. Schulte shared the Legislative Priority information with Board members and reminded members of the special meeting on Thursday, December 13, 2018, with local legislators. Another special meeting will be held on December 18, 2018.

District priorities include:

- Support for school facilities that meet the needs of basic education
- Improve student, staff and school safety
- Provide ample and equitable state funding while empowering local districts
- Allow more flexibility in graduation requirements

Ken Hays, Richland Education Association (REA) President, shared his concern about the funding of the School Employees Benefit Board (SEBB) Insurance beginning in 2020. He stated other REA priorities align closely with the District priorities.

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

It was moved by Rick Donahoe and seconded by Jill Olson -

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1)
THROUGH (4.6) WITH AMENDED PERSONNEL ACTION.

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

4.1 Personnel Actions

ADMINISTRATIVE PERSONNEL:

REASSIGNMENTS FOR THE 2018-2019 SCHOOL YEAR:

Howard, Tony, 1.0 FTE, Assistant Superintendent, Human Resources, Administration
(effective 01/01/2019)

CERTIFICATED PERSONNEL:

NEW HIRES FOR THE 2018-2019 SCHOOL YEAR:

Steiner, Elizabeth, 1.0 FTE, Language Arts Teacher, Chief Joseph MS (effect. 1/23/19, non-cont.)

TEACHERS ASSIGNED TO SUBJECT OUT OF THEIR ENDORSEMENT:

Allen, Stuart, Social Studies, Richland High School
Bartlett, Christina, Science, Carmichael Middle School
Caton, McKenzie, Social Studies, Richland High School
DeGraaf, Amber, Language Arts (SPED), Hanford High School
Dickey, Erin, Drama, Hanford High School
Duncan, Dominic, Language Arts, Math (SPED), Hanford High School
Edwards, Christina, Language Arts, Math (SPED), Richland High School
Evora, Jasmine, Language Arts, Math (SPED), Hanford High School
Franklin, Heather, Language Arts, Math (SPED), Richland High School
Frost, Makynzie, World Civilizations, Carmichael Middle School
Galliher, Nancy, Science, Art Appreciation, River's Edge High School
Greenwood, Michele, Language Arts (SPED), Richland High School
Grow, Jesse, Language Arts (SPED), Hanford High School
Hammerberg, Gail, Math (SPED), Richland High School
Hilsen, Timothy, Language Arts, Math (SPED), Enterprise Middle School
Horn, Sabrina, Reading, Writing (SPED), Carmichael Middle School
Ives, Jacqueline, Film, Street Law, River's Edge High School
Ives, Jill, Language Arts (SPED), Hanford High School
Jensen, Rebekah, Math, Reading, Writing (SPED), Leona Libby Middle School
Johnson, Monica, Algebra, Carmichael Middle School
Klug, Steven, Health, Hanford High School

TEACHERS ASSIGNED TO SUBJECT OUT OF THEIR ENDORSEMENT (cont):

Kopf, Chad, Language Arts (SPED), Richland High School
Lay, Gabriel, Social Studies, Hanford High School
Low, Candace, Math, Reading, Writing (SPED), Leona Libby Middle School
Medrano, Javier, Health, Chief Joseph Middle School
Morgan, Darren, Language Arts, Math (SPED), River's Edge High School
Neidhold, Michael, Language Arts, Richland High School
Nietschmann, Britney, World Geography, River's Edge High School
Piippo, Scott, Language Arts (SPED), Richland High School
Presnell, Kaci, Washington State History, Leona Libby Middle School
Reddick, Melinda, Drama, Leona Libby Middle School

Rosenblum, Denise, Writing, Composition, Literature, River's Edge High School
Sadanaga, Melissa, Language Arts, Math (SPED), Richland High School
Shively, Teresa, Health, Hanford High School
Simmelink, Ryan, German, Richland High School
Sites, Brian, Math, River's Edge High School
Smith, Kathryn, Health, Carmichael Middle School
Sparks, Rebecca, Language Arts, Math (SPED), Hanford High School
Steiner, Elizabeth, Language Arts, Chief Joseph Middle School
Tatman, Christina, Health, Leona Libby Middle School
Tiffany, Sasha, Science, Leona Libby Middle School
Torres, Rosalinda, Spanish, Leona Libby Middle School

CLASSIFIED PERSONNEL:

HIRED:

French, Kristel, Nutrition Services, Tapteal Elementary, effective 12/06/18
Verlanic, Leann, Nutrition Services, Chief Joseph Middle School, effective 12/03/18

RESIGNATIONS:

Benson, Tammy, Secretary, Hanford High School, effective January 18, 2019
Block, Ryan, Paraeducator, Enterprise Middle School, effective 12/21/18
Ellis, Jackie, Paraeducator, Richland High School, effective 06/12/18
Faith, Sandi, Paraeducator, Richland School District, effective 08/27/18
Feser, Meseret, Paraeducator, Sacajawea Elementary, effective 06/12/18
Finch, Michael, Paraeducator, Chief Joseph Middle School, effective 12/14/18
Kasselder, Jacob, Seasonal Grounds, Stevens Support Center, effective 11/26/18

4.2 Budget Monthly Report

4.3 Cash Grant-Richland Centennial Lions Club-Chief Joseph Middle School ATP

4.4 Cash Grant-William Wiley PTA-Wiley AR/STAR Materials

4.5 Cash Grant-William Wiley PTA-Wiley STEM Program

4.6 Payroll and Warrant Approval

General Fund Warrant Nos. 10064500 through 10064634 for \$744,885.70
Nos. 51000431 through 51000439 for \$25,817.11
Nos. 71000482 through 71000502 for \$128,509.25
Nos. 10064637 through 10064693 for \$145,762.24
Nos. 51000440 through 51000447 for \$269,317.66
Nos. 71000503 through 71000524 for \$67,208.20
Capital Projects Fund Warrant Nos. 20001186 through 20001188 for \$7,749.58
No. 20001189 for \$5,454.18
No. 52000093 for \$7,834.72
Self-Insurance Fund Nos. 70000028 through 70000030 for \$226,591.45
Nos. 70000031 for \$18,714.56
ASB Fund Warrant Nos. 40005947 through 40005966 for \$19,478.59
No. 54000216 for \$471.59
Nos. 74000049 through 74000051 for \$7,448.17
Nos. 40005967 through 40005973 for \$10,126.14
Nos. 54000217 through 54000218 for \$120,805.77
No. 74000052 for \$649.43

Payroll Warrant Nos. 10064076 through 10064084 for \$13,072.39
No. 10064241 for \$1,505.99
Nos. 10064242 through 10064438 for \$281,508.80
Nos. 10064439 through 10064499 for \$3,815,765.98
Nos. 10064635 through 10064636 for \$11,908.41
Electronic Fund Transfer for \$8,536,745.83
Total November Payroll approved in the amount of \$12,660,507.40

5.0 FUTURE AGENDA ITEMS

5.1 Strategic Planning Input/Set Board Workshop Date

Rick Donahoe asked Board members to email their personal values to Nancy Mayer to be used for further strategic planning. A Board Workshop to continue work on strategic planning will be held on January 16, 2019 at 5:00 P.M.

5.2 Possible Change of January Board Meeting Dates-Discussion

Mr. Donahoe asked to move the Board meeting dates in January from the second and fourth Tuesdays (January 8, 2019 and January 22, 2019) to the third and fifth Tuesday (January 15, 2019 and January 29, 2019).

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

THE BOARD APPROVE CHANGING THE JANUARY BOARD MEETINGS TO JANUARY 15, 2019 AND JANUARY 29, 2019.

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

5.3 Head Injuries

There was discussion regarding head injuries in sports. Mr. Baddley will report on preventative protocol techniques used in the District for student safety and any further review.

6.0 BOARD AND SUPERINTENDENT REPORTS

Rick Schulte met with Richland Police Chief Taylor and will reach out to the West Richland Police Chief to include him in quarterly meetings in the future. He also reported a group has filed a notice of intent to apply for a charter school in the Tri Cities area.

Rick Jansons reported attending the negotiations training at Harvard University with several staff members.

ADJOURNMENT

The meeting adjourned at 9:44 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS