



Board of Directors, Regular Meeting Minutes, Tuesday, January 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, January 9, 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, Gordon Comfort, and Brett Amidan. Administrators present: Superintendent Rick Schulte, Deputy Superintendent Nicole MacTavish, Executive Director of Financial Services Rich Puryear, Assistant Superintendent of Instruction and Secondary Education Todd Baddley, Assistant Superintendent K-5 and Assessment Mike Hansen, Executive Director of Human Resources Tony Howard, Executive Director of Support Services Richard Krasner, Communications Manager Steve Aagaard, 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-All Here

1.3 Approval of Minutes (December 12, 2017; December 12, 2018 Legislators)

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

THE BOARD APPROVE MEETING MINUTES FROM DECEMBER 12, 2017 AND DECEMBER 12, 2018 LEGISLATORS.

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

1.4 Board Oath of Office

Superintendent Schulte administered the Oath of Office to Heather Cleary.

1.5 Board Elections

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

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

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

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

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

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

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

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

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

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

Mr. Jansons asked for volunteers for the office of Legislative Representative, which is a two year term of office.

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

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

THE BOARD APPROVE BRETT AMIDAN AS LEGISLATIVE REPRESENTATIVE FOR RICHLAND SCHOOL DISTRICT BOARD OF DIRECTORS.

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

2.0 COMMUNICATIONS

2.1 Student Representative Report

Janea Wideman and Logan Jackson, Richland High School students, reported on topics discussed at the December Superintendent/Student Advisory meeting including the upcoming levies and cultural diversity in the District. Dr. Schulte reported a meeting with high school principals is being scheduled in the future.

2.2 Presentations/Recognitions

2.2.1 River's Edge High School

This recognition was postponed as Mr. Chubb was ill.

2.3 Requests and Comments by Visitors (time limit)

Robert Wirtzberger, Kennewick, and Jeff Kreutz, 1131 Saddle Way, representing the Hanford Flight and Richland Gunners youth basketball programs, shared their concerns regarding the new community facility use policy changes.

3.0 UNFINISHED BUSINESS

3.1 Instructional Technology Update

Nicki Blake, Executive Director of Teaching, Learning and Curriculum, stated powerful instruction, integrated with technology, professional development, and instructional coaching, is transforming teaching and learning in the Richland School District. As recently as last year, many teachers and students either shared computer carts between multiple classrooms or accessed computers once a week in a computer lab setting. Ongoing professional development and daily access to computers is changing how teachers plan student learning experiences. Ms. Blake introduced Linda Stairet, Classroom Support Teacher, who shared her excitement on how teaching and learning is transforming. Staff members Jessica Fife, Sheldon Weddle, Morgan Chittenden, Tami Simundson, and John Kelly shared their experience through the application of:

- Project-Based Learning
- Embedded technology professional development
- Ongoing instructional coaching by the Classroom Support Teachers

Staff members thanked the Board for their commitment to technology support in the District.

Mike Leseberg, Executive Director of Information Technology (IT), reported the five year goal was to achieve a student-to-device ratio of 1:1 by the end of 2019. Mr. Leseberg advised, with the next purchase of Chromebooks, all district schools will open 1:1 in August 2018, a full year ahead of schedule. To date all elementary schools have dedicated classroom Chromebook carts to support 2:1 in K-1 and 1:1 in grades 3-5 with Libby, Enterprise, and Chief Joseph Middle Schools, and River's Edge High School having implemented 1:1 take-home for students. Technology funds were also allocated to the IT department to allow the District to leverage purchasing power.

Mr. Leseberg advised the District continues to work with our content filter provider, Content Keeper, on product enhancements, specifically image searches, while continuing to make on-site adjustments as needed for better performance and results. The District currently has a 2Gbps internet connection to support staff and students. He explained, with the additional influx of Chromebooks beginning in August, the District is seeing an increase in overall bandwidth utilization especially during school hours, which is expected and understandable. The District is able to increase our contract from 2Gbps to 5Gbps and will re-bid our current contract, via E-rate again, with at least 5Gbps and the availability to expand in the future as we continue to build additional schools and larger facilities.

Chris Jacobs, Libby Middle School Teacher, shared her concerns regarding needed hardware and pay for additional professional development.

3.2 School Improvement Plans (SIPs)

*** Tapteal Elementary, Sacajawea Elementary, Lewis and Clark Elementary**

Dr. MacTavish, Deputy Superintendent, advised the Board of Directors set a goal of reducing the poverty based achievement gap for students in the District. To measure success toward achieving this goal, the Board directed baseline data be established. Then, five indicators of success will be followed from the 2016-2017 school year to the 2019-2020 school year. These five indicators are Smarter Balanced Assessment (SBA) scores in English Language Arts, SBA scores in mathematics, discipline, attendance, and graduation rates. These goals are documented in each school's School Improvement Plan (SIP). Development of a SIP is a site based decision and asks the staff and the principal to develop shared goals and to work collaboratively to meet those goals. Each school has established building-based goals which are documented in each school's plan.

Dr. MacTavish introduced Liz Crider, Principal-Lewis and Clark Elementary, Jim Bruce, Principal-Sacajawea Elementary, and Rhonda Pratt, Principal-Tapteal Elementary, who shared their SIPs. Topics of emphasis from each include:

- emphasis on building relationships with students and families
- teaching tolerance
- all kids belonging to all staff
- improving PLCs
- developing growth mindsets

All thanked the Board for supporting the new ELA curriculum including professional development and the new, shorter SIP focus.

Dr. Schulte asked Board members to revisit the Board meeting agenda policy to modify the order of topics on agendas.

3.3 Construction Projects

3.3.1 Resolution No. 852-New in Lieu Option-Belmont and Elementary No. 12

Caren Johnson, Capital Projects Director, advised the attached New in Lieu Resolution No. 852 is for the Elementary No. 12 project and it explains that the remaining portion of the Tapteal Elementary eligible square footage will be used on the Elementary No.12 project.

It was moved by Heather Cleary and seconded by Brett Amidan that –

THE BOARD APPROVE RESOLUTION No. 852-NEW IN LIEU OPTION-BELMONT AND ELEMENTARY No. 12.

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

3.3.2 Elementary No. 12-Site Selection

Dr. Schulte reported the Board has been looking for suitable sites for future elementary schools continuously for the past seven or eight years. Two years ago, the Board purchased about 52 acres at Badger Mountain South with the intention of eventually constructing an elementary school and later a middle school on that site. Construction of homes at Badger Mountain South has proceeded at a rapid pace recently. The District is currently busing as many as sixty students from Badger Mountain South to White Bluffs Elementary and the number will be increasing. He explained the District has no other elementary school site currently available and under consideration for Elementary No. 12. The capital projects team is anxious to proceed with planning for a new prototypical elementary school design and maintain a reasonable schedule for new schools at No. 12, at Badger Elementary, and at Tapteal Elementary. Board discussion followed including:

- use of Belmont or No. 12 for temporary housing of students during construction of either/or Badger Mountain or Tapteal Elementary
- timeline to maximize state match funds
- need for more classrooms with class size reduction
- traffic safety concerns
- need to continue search for property-future school sites

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

THE BOARD APPROVE SITE SELECTION FOR ELEMENTARY No. 12 ON THE BADGER MOUNTAIN SOUTH PROPERTY.

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

3.3.3 Teaching, Learning and Administration Center (TLAC) Site Selection

Dr. Schulte reviewed the details of each of the three possible sites: Keene Road beside Libby Middle School (District owned); Keene Road near Bombing Range Roundabout (District owned); and Shockley Road near Queensgate (possible purchase), and advised the Board has discussed these potential sites at several previous meetings. The Board and the District have expressed eagerness to proceed quickly with construction of a new TLAC due to the inefficiencies, inadequacies and costs associated with a fragmented, distributed administrative service and due to the lack of available meeting, conference, training, and board room spaces. Richard Krasner presented a conceptual plan showing the proposed future high school on the property beside Libby Middle School as requested at the last meeting. The conceptual plan showed a 30,000 square foot single story building.

Dr. Schulte shared the District has researched many properties over the last several years with no viable options found. He advised the average mileage from schools to TLAC would be comparable to that of its current location.

Heather Cleary stated the Shockley property has too many issues and feels the Libby property is not centralized. Ms. Cleary prefers the Keene/Bombing Range property.

Rick Donahoe stated the Libby property was not perfect, but after researching so many different locations, feels the Libby location offers parking, a location near schools, and is District owned.

Brett Amidan stated his concern with traffic around the Keene/Bombing Range property and would rather spend money on a building than having to purchase additional property.

Gordon Comfort stated the Keene/Bombing Range property would be a possible location, but feels the Libby property is too far away from District schools.

Rick Jansons doesn't feel the Keene/Bombing Range property is large enough and homeowner associations may be restrictive. He stated that location would be better suited to a smaller alternative type school in the future. Mr. Jansons advised being located near schools with the ability to share parking and other amenities, as well as not having to purchase land are advantages to the Libby property.

Nicole MacTavish, Deputy Superintendent, shared the lack of communication currently with the Special Programs, Teaching, Learning and Curriculum, and Administration offices in various locations is problematic. Dr. MacTavish stated the value of having schools nearby so staff members can see children every day helps remind all of what we do and why we do it.

Mr. Jansons stated a decision needed to be made for the project to proceed.

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

THE BOARD APPROVE SITE SELECTION FOR THE TEACHING, LEARNING AND ADMINISTRATION BUILDING ON PROPERTY BESIDE LIBBY MIDDLE SCHOOL.

Vote: Amidan, yes; Cleary, no; Donahoe, yes; Comfort, no; and Jansons, yes.
Motion was approved.

Dr. Schulte was asked to inform the realtor the District will not be proceeding with the Shockley land purchase.

3.4 Levy Update

Dr. Schulte reviewed the levy presentation and reported presenting levy information at school sites to staff members. He shared details of the levies including:

- Educational Programs levy
 - \$1.50/\$1,000 assessed valuation
 - Extracurricular activities, staff training, teacher pay for extra time, additional course offerings (zero hours, AP, special education)
- Technology Levy
 - \$.50/\$1,000 assessed evaluation
 - Replacing technology equipment and staff training

3.5 Ground Lease-Washington State University Tri-Cities

Galt Pettett, District Counsel, reported the February, 2017 bond election included a new outdoor athletic facility at Hanford HS, including a field turf multi-purpose surface, a resurfaced track, an aluminum grandstand seating 2,000, restrooms, and concession stand. The current football/soccer field is located on land owned partly by Richland School District and partly by Washington State University (WSU) under an old agreement. That agreement provides that if WSU desires to use that land, it must pay the cost of relocating the athletic field and structure. The current location of this field is one of three the District has examined as potential sites for the new athletic facility. This location is the favored location for the same reasons the field was installed there initially.

Mr. Pettett has been leading the negotiations with WSU on behalf of the District seeking to agree to a new lease allowing the District to construct its new athletic facility with some assurance that WSU would permit this for an extended period of time without seeking to infringe on the facility or have it moved. Officials at WSU have been very receptive to preparing a new lease, and attorneys for both sides have exchanged several draft versions of a potential agreement. Administration at WSU seems motivated to work with the District. Mr. Pettett asked Board members for direction on lease parameters. Board discussion followed.

Several Board members expressed they would prefer to build on property owned by the District. There was consensus from the Board to allow Rick Jansons to work with Mr. Pettett and WSU on further lease negotiations.

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

Heather Cleary asked to pull Item 4.5-Walmart-District School Supplies.

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1; 4.2; 4.3; 4.4; 4.6; AND 4.7) INCLUDING AN UPDATED PERSONNEL ACTION.

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

Ms. Cleary questioned which school would receive the grant dollars. The grant is intended for use at Jefferson Elementary.

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEM (4.5).

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

4.1 Personnel Actions

CERTIFICATED PERSONNEL:

NEW HIRES FOR THE 2017-2018 SCHOOL YEAR:

Hopewell, Tereza, .7 FTE, D.D. Preschool and Resource Room Teacher, William Wiley, non-continuing (effective 1/23/18)

NEW HIRES FOR THE 2018-2019 SCHOOL YEAR:

Auld, Anne, 1.0 FTE, Innovative Reading Teacher, location to be determined

Rausch, Rebecca, 1.0 FTE, Elementary Teacher, location to be determined

Sullivan, Maggie, 1.0 FTE, Elementary Teacher, location to be determined

Vazquez, Kirsti, 1.0 FTE, Elementary Teacher, location to be determined

INCREASED FTE FOR THE 2017-2018 SCHOOL YEAR:

Crihfield, Danielle, .8 FTE, Spanish Teacher, Richland HS (effective 1/23/18, will be 1.0 FTE)

LEAVE OF ABSENCE FOR THE 2017-2018 SCHOOL YEAR:

Rittenhouse, Krystal, .4 FTE, Language Arts Teacher, Richland HS (effective 01/26/18, retaining .6 FTE)

CLASSIFIED PERSONNEL:

NEW HIRES:

Anderson, Valarie, Paraeducator, Tapteal Elementary, effective 12/14/17

Arber, Ahmeti, Custodian, Enterprise Middle School, effective 12/18/17

Freeman, Kimberly, Nutrition Services, Jefferson Elementary, effective 01/08/18

Garcia-Bueno, Mario, Custodian, Hanford High School, effective 12/18/17

McCreight, Jordan, Custodian, Hanford High School, effective 12/18/17

Pfau, Anthony, Paraeducator, Sacajawea Elementary, effective 01/12/17

Smith, Kalyn, Paraeducator, Lewis & Clark Elementary, effective 01/23/18

Torres, Alejandra, Secretary, Lewis & Clark Elementary, effective 12/15/17

Walley, Amanda, Paraeducator, Lewis & Clark Elementary, effective 01/03/18

RESIGNATIONS:

Goodenough, Jon, Print Shop Assistant, Print Shop, effective 12/19/17
Guthrie, Lauri, Kitchen Manager, Leona Libby Middle School, effective 01/08/18
Mucha, Jackie, Nutrition Services, Badger Mountain Elementary, effective 06/12/18
Purcell, John, Bus Driver, Transportation, effective 12/18/17
Tremble, Missy, Paraeducator, William Wiley Elementary, effective 2/18/17

4.2 Policy No. 4222-Citizen Gold Card

4.3 Utility Easement-William Wiley Elementary

4.4 Cash Grant-Tapteal PTA-Fifth Grade Field Trip

4.5 Cash Grant-WalMart-District School Supplies

4.6 Cash Grant-WalMart-Giving Non-Emergency-Chief Joseph Middle School

4.7 Payroll and Warrants

General Fund Warrant Nos. 10057847 through 10058072 for \$1,297,986.39
Nos. 51000241 through 51000242 for \$733.51
Nos. 10058374 through 10058461 for \$230,234.54
No. 51000243 for \$8,819.34

Capital Projects Fund Warrant No. 52000067 for \$37,306.97
No. 20001021 through 20001028 for \$2,064,594.16
Nos. 20001029 thorough 20001032 for \$53,782.28
No. 52000068 for \$187.48

ASB Fund Warrant Nos. 40005447 through 40005476 for \$59,379.66
Nos. 40005477 through 4005480 for \$1,676.00
No. 54000187 for \$1,961.64

EPAY Warrant No. 00000006 for \$4,403.43
No. 00000007 for \$1,656.29

Payroll Warrant Nos. 10057845 through 10057846 for \$4,773.17
Nos. 10058073 through 10058300 for \$277,081.53
Nos. 10058301 through 10058373 for \$3,456,207.49

Electronic Fund Transfer for \$6,995,256.69
Total December Payroll approved in the amount of \$10,733,318.88

5.0 FUTURE AGENDA ITEMS

5.1 Interim Assessment Block (IAB)-January 23, 2018 Board Meeting-regular meeting

5.2 Affirmative Action-January 23, 2018 and February 13, 2018-Mr. Howard will present.

5.3 Transition Plan Continuation

Time will be set during upcoming workshops to continue this discussion.

5.4 Budget

Four to five dates will be set for Board Workshops in the coming months. Nancy Mayer will work on dates/times available for all.

5.5 Bargaining (Closed Session)

Dr. Schulte stated some dates will be set for closed sessions for negotiations.

6.0 BOARD AND SUPERINTENDENT REPORTS

Brett Amidan attended several basketball games.

Rick Donahoe presented at the Reflections event.
Heather Cleary attended the PTA Council meeting.

ADJOURNMENT

The meeting adjourned at 10:37 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS