



Board of Directors, Regular Meeting Minutes, Tuesday, February 27, 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, February 27, 2018, at 6:00 P.M. at the Administrative Service Center, 615 Sow Avenue, Richland, Washington. School Board President Rick Jansons presided. Board members present: Heather Cleary, Rick Donahoe, 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 6:00 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 6:30 P.M.

The Board returned to the regular meeting at 6:32 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-Gordon Comfort was absent.

1.3 Approval of Minutes (February 13, 2018; February 21, 2018)

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

THE BOARD APPROVE MEETING MINUTES FROM FEBRUARY 13, 2018 AND FEBRUARY 21, 2018.

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

2.0 COMMUNICATIONS

2.1 Student Representative Report

Eman Ahmed, Hanford High School Student, and Dylan Tonn, Richland High School Student, reported on recent topics at the Superintendent/Student Advisory meeting including the passage of local school levies, SafeSchools reporting, high school start time/pros and cons, how to encourage

freshman to be involved in activities/clubs, and campus safety. Students were very opposed to arming teachers and shared other ideas to help with campus security. Dr. Schulte reported Eman and Logan Jackson also participated in a recent Leadership Tri Cities event.

2.2 Presentations/Recognitions

2.2.1 National Board Certification Recognition

Nicki Blake, Executive Director of Teaching, Learning and Curriculum, introduced Karen Bryan, who works in partnership with ESD 123 to mentor teachers through the National Board Certification process. Ms. Bryan advised the certification is totally voluntary and teachers can begin the process in their fourth year of teaching. Teachers earning this certification are as follows:

Diana Carter, Rebecca Dartnall, Audra Distifeno, Christina Hufstader, Dale Ingram, Caitlin Kalahar, Ben Koch, Michelle Lane, Sonia Moursund, Teresa Nastro, Brian Neill, Phyllis Paup, Kim Rifle, Heather Walton, and Jack Williams. Board members congratulated all for their tremendous dedication to the education of our students.

2.3 Requests and Comments by Visitors (time limit)

Tim Taylor, 462 Palm Drive, shared concerns regarding arming teachers and questioned putting teachers in “combat situations”, the ability to train staff, and was concerned for any collateral damage and liability.

Mark Underwood, 4322 Melinda, shared concerns regarding the windows in classrooms and security of doors on buildings.

A high school student shared his concern regarding arming teachers.

Dori Luzzo Gilmour stated the community needs to work together to keep schools safe.

Danika Garcia, 225 Greenview Drive, asked the Board to make decisions openly with the fundamental goal of keeping kids safe and questioned the added responsibility of teachers carrying a gun.

Jeffrey A. Robinson, 3803 West Nixon Street, stated arming someone with a gun won't make schools safe.

Gena Westberry, 425 North Columbia Center Boulevard, felt there was merit to giving teachers the opportunity to be armed.

Jill Mulhansen, 206 Lasiardra Court, stated putting more guns in schools won't make schools safer.

Eman Ahmed and Dylan Tonn, students, shared they are working with a committee outside of school to organize a community march. They advised this is not a protest and will be held on March 24, 2018.

3.0 UNFINISHED BUSINESS

3.1 Communities in Schools (CIS)

Nicki Blake, Executive Director of Teaching, Learning and Curriculum, shared the CIS staff members are a part of very important work in the District with a clear goal to close the poverty achievement gap. Ms. Blake introduced Lupe Mares, Executive Director of Communities in Schools of Benton-Franklin, an affiliate of Communities in Schools of Washington, who shared CISBF has been in existence since December 2014, starting with nine schools in the Richland School District. Currently, CISBF is the largest CIS affiliate in the state with 20 Site Coordinators serving 21 schools across the Richland, Kennewick, Pasco, and Prosser School Districts. Ms. Mares thanked Board members for their continued support for CIS in the District.

Jolee Nye-Felt, Program Manager, explained the purpose of the program is to surround students with a community of support, empowering students to stay in school and achieve in life. The work of the Site Coordinators aligns with School Improvement Plans for each building, the District goal of closing the achievement gap, and the individual school needs assessments. Site Coordinators seek community resources to connect students to the resources needed to increase their academic success and stay in school. In-kind donations and partnerships from the community have significantly increased since CIS entered the schools three years ago. Goals this year are related to mental health, attendance, student & family engagement, grades, homelessness, behavioral health, and basic needs (hygiene, food, and clothing). Site Coordinators develop a supportive relationship with students and their families to help them identify their strengths and needs, access needed supports, and increase capacity for self-reliance and self-advocacy.

Tory Christensen, Hanford High School Principal, introduced Corina Thomas, Site Coordinator, who shared some of the resources available to students including basic needs, mental health awareness information, crisis counseling, coping skills, and art therapy. Ms. Thomas stated staff members refer students who need this support.

Public Comment:

Danette and Dale Cap, 680 Nuvola Vista, stated how much they appreciated this program and it is especially important in elementary schools to be proactive.

3.2 School Improvement Plan (SIP)-Leona Libby Middle School

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 Andre Hargunani, Principal, who shared the SIP from Leona Libby Middle School. Since the school is in its first year, the SIP process has been a little more challenging than most. Mr. Hargunani reviewed the details of Libby Middle School's SIP. Staff members have developed initiatives and structures to assess early warning systems as well as social and academic support. He also reported thoughtful collaboration between paras and general and special education teachers. Board discussion followed.

Public Comment:

Jill Oldson reported the need for CIS staff in middle schools. Dr. Schulte shared Benton County also has some funding to be used for mental health concerns the District would like to access as a resource.

Mr. Robinson stated the need to make all feel welcome and give students a sense of hope.

Dr. MacTavish advised Kelly Lindsley, Assistant Principal, and Mr. Hargunani have spent a great amount of time tracking individual student's growth data and thanked them for their work.

3.3 Construction Projects

3.3.1 Teaching, Learning and Administrative Center (TLAC) Programming

Caren Johnson, Director of Capital Projects, reported the design team met in May of 2017 with administrative staff to gather information for the program, similar to the Educational Specification process for school projects. Now that the project schedule has been established, our administrative staff has reviewed the document again and made a few minor adjustments. Approval of the final programming document is the first milestone in the design process.

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

THE BOARD APPROVE THE TLAC PROGRAMMING DOCUMENT AS PRESENTED.

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

Motion was approved.

Ms. Johnson explained the next step in the design process is schematic design. The draft documents will be shared at the next meeting, with a final document ready for approval on March 27, 2018.

3.3.2 New Elementary Conceptual Site Studies

Caren Johnson shared conceptual site layouts for each of the new elementary schools: Badger Mountain Elementary, Tapteal Elementary, and Elementary #12. Both single-story and two-story plans for each were presented. After considering all the options, including the prototypical model used for Jefferson and Elementary #11 on Belmont, the concept of a two-story building gives the most flexibility on both Badger Mountain and Tapteal sites, while also allowing for good building supervision and more options for playgrounds, fields, and parking.

Constructing new schools while the old schools are in use might be possible, but space for parking and playground use would be very constrictive at both Badger Mountain and Tapteal Elementaries. Ms. Johnson recommends demolishing the old buildings and placing the new schools in the current locations, but this would require busing students during construction periods. The Badger Mountain South site (#12) is very flexible and could have either design. She also advised the District is not tied to the same prototypical design at each site. Board discussion followed.

3.4 Payment in Lieu of Taxes (PILT)

Rich Puryear, Executive Director of Finance, reported the District received PILT payment from Department of Energy-Richland Office (DOE-RL) in the amount of \$1,353,120 for 2017 in October

2017. The DOE-RL still owes the District about \$110,000 and future payments are still up in the air.

The DOE-RL office was sent a letter by Benton County Commissioners in February 2018 requesting the remaining amount. No meeting has been set to renegotiate the terms of the Settlement Agreement that was signed in 1996 between Benton County, School Districts, Hospital Districts and DOE. Benton County has not received any response from DOE-RL. Benton County will be setting up a meeting next month for all participants in PILT to discuss what the next steps will be. Mr. Jansons stated he would like to attend the meeting.

3.5 Policy No. 1310-Adoption and Amendment of Polices, Rules and Regulations

Galt Pettett, District Counsel, advised there are two substantive changes to this policy. The first gives the Superintendent authority to make decisions and take actions on matters that are not addressed by Board policy. The second change defines Rules and Regulations (RRs) which accompany District policies as procedures or administrative procedures. It also changes the existing practice of having all Rules and Regulations go to the Board for two meetings before being “adopted”. The change allows administration to draft, revise, and delete Rules and Regulations (RRs) without Board approval.

When a RR is developed, the policy requires the Superintendent to submit it to the Board as an informational item. Mr. Pettett reported these changes to the District’s practice involving RR’s is good practice from an administrative law perspective. This is also common in most school districts and consistent with WSSDA’s recommended sample policy.

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

THE BOARD APPROVE POLICY NO. 1310-ADOPTION AND AMENDMENT OF POLICES, RULES AND REGULATIONS FOR FIRST READING.

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

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 (4.5).

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

4.1 Personnel Actions

ADMINISTRATIVE PERSONNEL:

RETIREMENTS FOR THE 2017-2018 SCHOOL YEAR:

Aagaard, Steven, 1.0 FTE, Communications Manager, Administration (effective 08/31/18)

CERTIFICATED PERSONNEL:

NEW HIRES FOR THE 2017-2018 SCHOOL YEAR:

Scrabeck, Alison, 1.0 FTE, Science Teacher, Richland High School (effective 2/12/18)

RESIGNATIONS FOR THE 2017-2018 SCHOOL YEAR:

Bernstein, Katharina, 1.0 FTE, German and Spanish Teacher, Richland HS (effective 06/12/18)

Boolen, Shawna, 1.0 FTE, Special Education Teacher, Carmichael Middle School

Gatherer, Jennifer, .4 FTE, Mathematics Teacher, Richland HS (effective 06/12/18, retain. .6 FTE)

Morgan, Molly, .2 FTE, Speech Language Pathologist, Special Programs (effective 06/12/18, retaining .8 FTE)

Rodriguez, Kristin, 1.0 FTE, Third Grade Teacher, William Wiley Elementary (effective 06/12/18)

Underwood, Mark, 1.0 FTE, Speech Language Pathologist, Special Programs (effective 06/12/18)

Von Rotz, Julie, 1.0 FTE, Third Grade Teacher, Jefferson Elementary (effective 06/12/18)

RETIREMENTS FOR THE 2017-2018 SCHOOL YEAR:

Johns, Dale, 1.0 FTE, Science Teacher, Hanford High School (effective 06/12/18)

Stewart, Ronda, 1.0 FTE, WIN Teacher, River's Edge High School (effective 06/12/18)

LEAVE OF ABSENCE FOR THE 2018-2019 SCHOOL YEAR:

Brasker, Suzanne, 1.0 FTE, First Grade Teacher, Tapteal Elementary (second year leave)

Curran, Debby, 1.0 FTE, Speech Language Pathologist, Special Programs (second year leave)

Cusick, Reberger, Sarah, 1.0 FTE, Fifth Grade Teacher, White Bluffs Elementary (first year leave)

Lewis, Tallia, .5 FTE, School Nurse, Student Services (effective 08/28/18, retaining .5 FTE)

CLASSIFIED PERSONNEL:

NEW HIRES:

Donley, Mirandy, Paraeducator, Sacajawea Elementary,

Evans, Vanessa, Custodian, Badger Mountain, effective 2/1/18, correction from 2/13/18

Flinn, Ginger, Paraeducator, Chief Joseph Middle School, temporary effective 02/20/18

Lemburg, Julie, Paraeducator, Badger Mountain, effective 2/12/18, correction from 2/13/18

Willoughby, Ellen, Nutrition Services, Badger Mountain Elementary, effective 02/13/18

RESIGNATIONS:

Erichsen, Julie, Paraeducator, Sacajawea Elementary, effective 02/28/18

Forsythe, Kelly, Bus Driver, Transportation, effective 02/28/18

Hagel, Nicole, Bus Paraeducator, Transportation, effective 03/13/18

Smith, Jamie, Paraeducator, Hanford High School, effective 02/22/18

4.2 Resolution No. 861-Property Surplus

4.3 Enrollment Monthly Report

4.4 Equipment Grant-Violins-Anonymous

4.5 Warrant Approval

General Fund Warrant Nos. 10059114 through 10059284 for \$800,652.88

No. 51000252 for \$210.00

Transportation Vehicle Fund Warrant No. 90000119 for \$319,674.05

Capital Projects Fund Warrant Nos. 20001050 through 20001055 for \$1,985,317.40

No. 52000072 for \$13,737.90

ASB Fund Warrant Nos. 40005541 through 40005564 for \$37,515.81

ASB Fund EPAY No. 74000009 for \$1,455.68

5.0 FUTURE AGENDA ITEMS

Test scores will be presented at a future meeting.

6.0 BOARD AND SUPERINTENDENT REPORTS

Rick Schulte presented at Leadership Tri Cities, the high school art show, and attended the Richland High School drama production. He reported the Richland High School basketball team will be playing in the state tournament and the Hanford High School basketball team won the state academic award.

Brett Amidan attended the Libby Middle School Glee Club concert and several Bomber basketball games.

Rick Donahoe attended the Richland High School drama production.

Rick Jansons attended a meeting with WSU Tri Cities along with Dr. Schulte and Galt Pettett to discuss property issues and the new stadium at Hanford High School. He will be absent for the next meeting.

ADJOURNMENT

The meeting adjourned at 8:55 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS