



Board of Directors, Regular Meeting Minutes, Tuesday, April 24, 2018, 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, April 24, 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, and Gordon Comfort. 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 Support Services Richard Krasner, Communications Manager Steve Aagaard, Executive Director of Information Technology Mike Leseberg, and District Counsel Galt Pettett.

The Board meeting was called to order at 6:00 P.M.

EXECUTIVE SESSION (Personnel, Legal)

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), and Discussion with legal counsel, of enforcement actions, litigation or potential litigation, if public discussion might result in an adverse legal or financial consequence. (Does not permit an executive session solely because attorney is present.) 42.30.110 (1) (i). The executive session was projected to last thirty minutes, with no action expected. Executive session ended at 6:29 P.M.

The Board returned to the regular meeting at 6:31P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-Rick Donahoe will be arriving later. Brett Amidan participated via conference call.

1.3 Approval of Minutes (April 10, 2018)

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

THE BOARD APPROVE MEETING MINUTES FROM APRIL 10, 2018.

Vote: Amidan, yes; Cleary, yes; Comfort, abstained; and Jansons, yes.

Motion was approved.

2.0 COMMUNICATIONS

2.1 Student Representative Report

Logan Jackson and Janea Wideman, Richland High School, reported on topics at the last meeting including the pros and cons of a teaching career, challenges with the 24 credit graduation requirement, and parking issues at Hanford High School.

2.2 Presentations/Recognitions-Marcus Whitman Elementary

Brian Moore, Marcus Whitman Principal, introduced Pauline Schafer, The REACH Museum Education Manager. Marcus Whitman partnered with The REACH to give students STEM opportunities outside the classroom. Ms. Schafer created a program including six themes that build upon each other throughout the school year. Ms. Schafer also thanked the District for this partnership.

2.3 Requests and Comments by Visitors (time limit)

Angie Matheson, 4680 Rau Lane; Hayden Ruchaber, 1616 Sumterra Court; Tracy Hanzelich, 913 Siron Avenue; Faith Glenn, 1314 McPherson Avenue; Hunter Conter, 2901 Iris Street; and Stacy Bort, Post Office Box 5636; all requested Lacrosse be added as an ASB Club sport at both Richland and Hanford High Schools. Reasons mentioned include:

- Large number of students participating in Lacrosse in the Tri Cities area
- Transportation issues for students
- Students want to represent their high schools

Mr. Jansons suggested representatives meet with Dr. Schulte as a first contact.

Galt Pettett, District Counsel and member of the Richland Education Foundation, shared the Foundation was founded in 1992 and has donated over \$200,000 in scholarships for both teachers and students and helps support the Destination Imagination program. The yearly fundraiser golf tournament will take place on June 22, 2018 at Horn Rapids Golf Course.

Mr. Donahoe arrived.

3.0 BUSINESS

3.1 Public Hearing-Sale of Dallas Road Property

Board members considered surplusing 20 acres located east of Dallas Road and south of I-82. Mr. Jansons advised the appointed time has arrived and the public hearing on the proposed sale of real property will now come to order. (7:16 P.M.)

Everyone wishing to be heard on the proposed sale will be given an opportunity to be heard. Thirty minutes will be allotted for the public hearing. A sign-up sheet is available for those wishing to speak. People will be called in the order they sign the sheet.

Mr. Jansons stated we will proceed in an orderly way and asked the public for cooperation in following the procedures described.

He advised this hearing is being recorded and asked, while addressing the Board, speakers come forward to the podium, begin by stating their name and address, and speak slowly and clearly, and that only one person speak at a time.

The purpose of this hearing is to afford individuals wishing to speak an opportunity to present evidence, information, comments and opinions to the Board regarding whether the roughly twenty acres of land located east of Dallas Road and South of I-82 should be sold or retained by the District. People may speak for or against the proposed sale of land if they choose to do so.

The Board wants to hear whatever information you wish to present concerning the proposed sale, and no formal rules of evidence will control these proceedings.

Each person wishing to speak will be given an opportunity to do so for an initial period not to exceed three minutes. If more time is desired, it will be made available for additional non-repetitive comments after everyone's initial statement has been considered. A sign-up sheet is available for those wishing to speak.

Dr. Schulte stated the property has been owned by the District since 1978. He clarified that action taken tonight does not mean the District is selling the property, only that the District has permission to sell the property if it desires.

Public Comment:

Rebecca Schmidt, Richland, stated this property is located in an up and coming area and would be a good location for an elementary school or a bus lot. Ms. Schmidt did not feel the property should be sold.

Mr. Jansons asked if there were any other comments.

Mary Guay, Richland spoke regarding the Bermuda property and asked if the owners had been notified.

Mr. Jansons asked if there were any other comments. Mr. Jansons asked again if there were any other comments for or against the proposed sale who has not spoken. Let the record show that no further speakers came forward.

Mr. Jansons thanked the audience for their participation. The Board will consider the public input, together with all other information presented to the Board, and reach a decision about the proposed sale. Mr. Jansons entertained a motion to adjourn the hearing.

It was moved Heather Cleary and seconded by Rich Donahoe that -

THE PUBLIC HEARING-SALE OF DALLAS ROAD PROPERTY WAS ADJOURNED.

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

The hearing was adjourned at 7:23 P.M.

3.2 Technology Levy Update

Dr. MacTavish, Deputy Superintendent, reported on a draft proposal for spending of the voter supported 2018-2019 Technology Levy funds. Dr. MacTavish reported this plan was presented to members of the technology vision group, Richland Education Association (REA), and principals. Feedback from these stakeholders has been incorporated into the proposal and a parent education and support section was added. In the 2018-2019 school year, the District will receive approximately two million dollars. The full four million will not be available, as the collection of levy funds aligns with the calendar year, not the school year. For the first year, the funds will be used half for professional development and half for computer equipment and infrastructure. Dr.

MacTavish asked for feedback from the Board members on the proposed plan and the proposed process.

Discussion followed including:

- Project based learning
- Student agency
- Communication of plan-school/district websites, parent nights, can't publicize too much!!
- Address issues of those not wanting 1 to 1 computers
- Four days-Professional development (optional-paid to attend)
- One fulltime person dedicated to helping staff
- Expand number of lighthouse teachers
- Problems/opportunities with rollout

Public Comment:

Hope Nichols, REA Executive Board member and Enterprise Middle School Teacher, EMS teacher, shared her concerns regarding technology vision, lack of adequate professional development, and other current technology issues. Dr. MacTavish reported meeting with REA members who shared their concerns. Mike Leseberg, Executive Director of Information Technology, is addressing the list of issues.

After further discussion, Dr. MacTavish will continue moving forward with the plan presented including input from tonight's meeting.

3.3 Review of Request for Proposals (RFP)-Childcare

The District has contracted with Champions to provide day care at various elementary schools for a number of years. The current contract with Champions expires at the end of this school year. Dr. Schulte noted that an RFP does not require making an award to a low bidder. The RFP is quite clear that the Board will select the proposal that is in the best interest of the District, and since this is not a low bid situation, the RFP calls for both a listing of a proposed day care fee schedule and for negotiation of a contract with the District. With the advent of full day kindergarten, it may no longer be necessary to require a day care provider to have their own classroom space such as that now in the portables. Dr. Schulte asked for Board input as the District would like to publish the RFP as soon as possible, in order to meet timelines for receiving, evaluating, awarding, and negotiating proposed contracts.

Board members shared input including: how to better serve low income students, collaborative programs for summer and after school, and explanation of charges. Staff members will include Board input from tonight in the RFP.

3.4 Administrative Staffing

Dr. Schulte reviewed information from WASA, and confirmed by OSPI and WASBO, and explained the advice received has changed three times. Superintendent Schulte noted the District has had two plans for adding administrative staff that might be inconsistent with this legislative direction. First, the plans to add a second Deputy Superintendent for Instruction, as a one-year addition during the transition of Dr. MacTavish to replace Dr. Schulte as Superintendent. Since this was the District plan since before the legislative direction, and since this is a temporary addition, he intends to fill that position for 2018 – 2019, beginning with July 2018.

Second, with the passage of the Technology Levy, and consistent with the Technology Plan, the District proposes to add a Director of Instructional Technology. Since this position is funded by a voter-approved levy, part of the Capital Projects Fund instead of the General Fund, he intends to post and fill that position effective July 1, 2018, to begin with the 2018 – 2019 school year.

Dr. Schulte alerted the Board to the possibility the state audit of the 2018 – 2019 school fiscal year, which will occur in the spring of 2020, may identify the hiring of these two positions, with the associated salary and benefit costs, as a violation of the quoted caps on administrative expenditures for that year. If the audit does focus on these hires, the result could be a “finding.” According to sources at OSPI, there is no provision for a penalty or recovery of funds, and since the rule applies only to that one year, there would be no corrective action needed. However, any time there is a “finding” as a result of an audit, this can be poor publicity unless it is communicated effectively. It is also possible that since the legislative restriction will have expired by the time of the audit, the auditors may not focus on the issue or not make a finding. Dr. Schulte asked Board members for comment. After discussion, there was consensus from the Board of Directors to continue with these hires.

3.5 Acceptance of Resignation

Mr. Jansons read the letter from Gordon Comfort of June 10, 2018. Mr. Jansons thanked him for his time spent on the Board of Directors.

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

THE BOARD OF DIRECTORS ACCEPT MR. COMFORT’S RESIGNATION AS OF JUNE 9TH.

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

3.6 Board Vacancy-Procedure to Fill Director Position No. Five

Rick Jansons reviewed the process used to fill a Board vacancy, per Policy No. 1113-Vacancies. Since this resignation occurs during the last two years of a term, Board members will appoint a replacement to serve until the end of the term. This term ends December 31, 2019 or when a new member is sworn in following the November, 2019 election. The policy lists three steps to filling the vacancy, from notice and applications, to evaluating candidates, to approval of a candidate by roll call vote.

Rick Donahoe was asked to update previously used questions and share with Board members for final input. Steve Aagaard, Communications Director, will work to publicize the vacancy through the District website and other media outlets.

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 (4.9) WITH THE REVISED PERSONNEL ACTION.

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

4.1 Personnel Actions

ADMINISTRATIVE PERSONNEL:

RESIGNATIONS FOR THE 2017-2018 SCHOOL YEAR:

Jisa, Joseph, 1.0 FTE, Principal, Jason Lee Elementary (effective 6/30/2018)

CERTIFICATED PERSONNEL:

TEACHERS ASSIGNED TO SUBJECT AREAS OUTSIDE THEIR ENDORSEMENT FOR THE 2017-2018 SCHOOL YEAR:

Akers, Kyla, Algebra I, Leona Libby Middle School

Barbour, Katherine, Special Education Art, Jason Lee Elementary

Bittinger, John, AP Physics, Richland High School

Bolz, Rochelle, Special Education Art, Marcus Whitman Elementary

Borms, Torrey, Special Education Physical Education, Marcus Whitman Elementary

Brashear, Karen, Special Education Art, Sacajawea Elementary

Brightman, Lynette, Special Education Language Arts, History, Math, Richland High School

Carter, Jill, Special Education Physical Education, Lewis and Clark Elementary

Clayton, Rachael, Special Education Music, Tapteal Elementary

Coleman, Lori, Special Education Art, Special Education Physical Education, White Bluffs Elementary; Special Education Physical Education, Tapteal Elementary

Connors, Christen, Special Education Art, White Bluffs Elementary

Dessert, Amy, Special Education Music, Jefferson Elementary

Doctor, Jay, World History, Chief Joseph Middle School

Dubenstein, Michele, Special Education Music, Badger Mountain Elementary

Dyer, Shannon, Family and Consumer Science, Enterprise Middle School

Franklin, Heather, Language Arts, Math, Richland High School

Freelund, Scott, Middle/Jr High Curriculum, Enterprise Middle School

Gisi, Jessi, Special Education Art, Tapteal Elementary

Guereca, Lesley, CTE Business Math, Hanford High School

Hampton, Walt, Special Education Music, White Bluffs Elementary

Harris, Grant, Special Education Physical Education, White Bluffs Elementary

Hickey, Cynthia, Elementary Curriculum, grade 5, Lewis and Clark Elementary

Hill, Steven, Special Education Physical Education, Jason Lee Elementary

Hilsen, Tim, Math, Enterprise Middle School

Holmberg, David, CTE Robotics, Leona Libby Middle School

Jelinek, Joshua, CTE Topics in Health Info, Richland High School

Johnson, Kirk, Special Education Physical Education, Sacajawea Elementary

Johnson, Monica, Algebra I, Carmichael Middle School

Kingsley, Kenneth, Special Education Physical Education, Tapteal Elementary

Knaff, Naomi, Special Education Music, Jason Lee Elementary

Larson, Matt, Topics in Math, Carmichael Middle School

TEACHERS ASSIGNED TO SUBJECT AREAS OUTSIDE THEIR ENDORSEMENT FOR THE 2017-2018 SCHOOL YEAR:

Lay, Gariel, Language Arts, Special Education Government, social Sciences, Hanford High School

McCullough, Stacy, Special Education Physical Education, Badger Mountain Elementary

MKay, Sharee, Topics in Math, Hanford High School

Metcalf, Sarah, Special Education Art, Badger Mountain Elementary
Medrano, Javier, Health, Chief Joseph Middle School
Morrison, Darryl, Language Arts, Math, Rivers Edge High School
Murphy, Shawn, CTE Photo Imaging, Richland High School
Neumayer, Karen, Life Science, Enterprise Middle School
O'Hara, Sacha, Special Education Music, White Bluffs Elementary
Olivera-Barragan, Terry, Family and Consumer Science, Carmichael Middle School
Piippo, Scott, Language Arts, History, Life Skills, Richland High School
Reddick, George, AP Physics I, Hanford High School
Richardson, Grant, Geography, Ancient Civilizations, Government, Three Rivers HomeLink
Robinson, Jeremiah, Elementary Curriculum, Enterprise Middle School
Rose, Carri, Special Education Music, Lewis and Clark Elementary
Ruane, Timothy, World History, Chief Joseph Middle School
Schoepflin, Dawn, CTE, Theatre, Stagecraft, Richland High School
Smith, Angel, Elementary Curriculum, Three Rivers HomeLink
Smith, Tamara, Special Education Physical Education, Jefferson Elementary
Sparks, Rebecca, English Language Arts, Hanford High School
Sturges, Carolyn, Biology, Chemistry, Three Rivers HomeLink
Tuck, Jennifer, Special Programs CTE, Rivers Edge High School
Turner, Tim, English/Language Arts, Literature, Richland High School
Walther, Michaela, Special Education and Elementary Curriculum, White Bluffs Elementary
Watson, Keziah, Algebra I, Geometry, Leona Libby Middle School

RESIGNATIONS FOR THE 2017-2018 SCHOOL YEAR:

Guyette, Kim, 1.0 FTE, Librarian, Marcus Whitman Elementary (effective 6/12/18)
Jackson, Janel, .4 FTE, School Nurse, Student Services (ret. .6 FTE for the 2018-19 school year)
McGrath, Sarah, 1.0 FTE, Fifth Grade Teacher, Marcus Whitman Elementary (effective 6/12/18)
Scrabeck, Allison, 1.0 FTE, Science Teacher, Richland High School (effective 6/12/18)
Sloboda, Deanna, 1.0 FTE, Third Grade Teacher, Sacajawea Elementary (effective 6/12/18)
Sudduth, Jonet, 1.0 FTE, Special Education Teacher, Delta High School (effective 6/12/18)

NEW HIRES FOR THE 2018-2019 SCHOOL YEAR:

Atwood, Rebecca, 1.0 FTE, Elementary Teacher, location to be determined
Kenney, Michelle, 1.0 FTE, Elementary Teacher, location to be determined
Lee, Gracelyn, 1.0 FTE, Elementary Teacher, location to be determined
Panikkar, Kirstin, 1.0 FTE, Special Education Teacher, location to be determined
Sligar, Carli, 1.0 FTE, Elementary Teacher, location to be determined
Wilhelm, Kaitlin, 1.0 FTE, Elementary Teacher, location to be determined
Woehle, Brittany, 1.0 FTE, Speech Language Pathologist, Special Programs

LEAVE OF ABSENCE FOR THE 2018-2019 SCHOOL YEAR:

Krowiak, Sarah, 1.0 FTE, Language Arts Teacher, Hanford High School

CLASSIFIED PERSONNEL:

RESIGNATIONS:

Morley, Rochelle, Bus Driver, Transportation, effective 04/19/18

RETIREMENTS:

Mitchell, Pamela, Paraeducator, Hanford High School, effective 04/26/18

4.2 Enrollment Monthly Report

4.3 Budget Monthly Report

4.4 Utility Easement-Benton Rural Electric Association-Elementary No. 11

4.5 Asset Preservation Program

4.6 Resolution No. 866-Increase and Decrease ASB Change Funds for High Schools

4.7 Cash Grant-Walmart-White Bluffs Elementary-School Pantry Needs

4.8 Cash Grant-William Wiley PTA-William Wiley Music Program

4.9 Warrant Approval

General Fund Warrant Nos. 10060295 through 10060435 for \$550,892.72
Nos. 51000264 through 51000266 for \$329,019.22
Nos. 71000013 through 71000015 for \$1,999.59
Nos. 10060436 through 10060565 for \$ 716,160.46
Nos. 51000267 through 51000269 for \$7,390.55
Nos. 71000016 through 71000020 for \$25,542.84
Capital Projects Fund Warrant Nos. 20001072 through 20001080 for \$2,499,968.77
Nos. 52000074 for \$4,105.97
Nos. 20001081 for \$1,478.07
ASB Fund Warrant Nos. 40005635 through 40005650 for \$26,163.57
No. 54000194 for \$121,166.73
No. 74000011 for \$488.40
Nos. 40005651 through 40005665 for \$17,951.56
No. 54000195 for \$985.87

5.0 FUTURE AGENDA ITEMS

The Curriculum audit will be shared with Board members after review of the initial draft version has been finalized.

The Special Education audit has not been received.

The auditors' entrance conference will take place on April 30, 2018 with Rick Jansons and Heather Cleary attending.

Rick Jansons, Dr. Schulte, and Dr. MacTavish will be traveling to Washington, D.C. to advocate for Payment in Lieu of Taxes (PILT) payments.

The ground breaking for Elementary No. 11 will take place on May 23, 2018 at 1:00pm.

The Richland School District will be recognizing the Richland Education Foundation at the annual SEWASA Award Banquet.

Architect Specification meetings for the Richland High School Auditorium project will begin in May. Meetings will be held for public input beginning May 7, 2018 and the District is hoping for a large amount of community attendance.

6.0 BOARD AND SUPERINTENDENT REPORTS

Rick Schulte reported staff members are proceeding with the second round of Deputy Superintendent candidates. He also attended the Hanford High School Music Booster event and a tour of several district offices in the Seattle area. Dr. Schulte reported Gesa bank is giving Hanford High School \$50,000 for seven years of non-exclusive reader board signage.

Rick Donahoe participated in a WHY Group visitation and reported the Hanford High School Drama Scholarship Committee awarded \$33,000 to students this year.

Rick Jansons participated in a WHY Group visitation.

ADJOURNMENT

The meeting adjourned at 9:13 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS