



Board of Directors, Regular Meeting Minutes, Tuesday, May 22, 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, May 22, 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 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, and District Counsel Galt Pettett.

The Board meeting was called to order at 6:31 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-Gordon Comfort was absent.

Mr. Jansons asked those who applied for the Board of Directors' vacancy to introduce themselves. Rama Devagupta and Jill Oldson were in attendance.

1.3 Approval of Minutes (May 8, 2018)

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

THE BOARD APPROVE MEETING MINUTES FROM MAY 8, 2018.

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

Motion was approved.

2.0 COMMUNICATIONS

2.1 Presentations/Recognitions

2.1.1 William Wiley Elementary

Marc' Nelson, Principal, introduced Dawn Salyer, Para Educator, and thanked her for her effort to make connections with students at William Wiley. Ms. Salyer leads the crossing guard program and is a vital part of the school community.

2.1.2 Leona Libby Middle School

Andre Hargunani, Principal, introduced Rhonda Howard, Media Specialist/Librarian, and credited Ms. Howard for a tremendous year at Libby Middle School. Not only did she have to start from scratch to create a new library, she also encouraged students to use the library during lunch and before school, forging relationships with students.

2.2 Requests and Comments by Visitors (time limit)

Rama Devagupta, 417 Adair Drive, expressed her gratitude for all the teachers who taught her children. Ms. Devagupta also shared information regarding an Asian/Indian event she attended and encouraged opportunities for students to learn from other cultures.

Sara Flores-Anderson, Science Teacher-Hanford High School, shared her concern regarding the plan for the Technology Levy funding and lack of science labs.

Jodi Archibald, 1610 Woodbury Street, Don Miller, 1609 Thayer Drive, and Quincy Leyde, 4 Rose Court, and NaDell Ransom, 1309 Birch Avenue, shared their concern regarding the Big Toy structure at Jason Lee Elementary and lack of communication.

Mr. Jansons advised the District had moved the location of the portables after complaints from homeowners when the site prep began, which was a significant expense. The cost of a brand new Big Toy because of a color choice, when the District already owns one in good condition, seems to be a poor use of taxpayer dollars.

3.0 BUSINESS

3.1 End of Year Nutrition Services Report

Richard Krasner, Executive Director of Support Services, introduced Dawn Trumbull, Nutrition Services Director, who shared a yearly calendar and reported gains in both breakfast (16%) and lunch (3%) participation. Ms. Trumbull reported breakfast is provided in cafeterias at most schools, although Jefferson Elementary and River's Edge High School students have breakfast in their classrooms. Snacks are provided to 23 programs throughout the year. An audit of the food service program was just completed with good results. These audits are completed every three years. Ms. Trumbull also reported on a new program beginning at Richland High School next October, similar to a "grab and go" store, with an App for phones stating calories and carbs.

3.2 End of Year Facilities Report

Richard Krasner advised the department has made great strides in improving customer service and raising expectations for its employees. Mr. Krasner introduced Jeff Lettau, Director of Support Services, who stated 9,182 work orders were reported over the last year. He reported 60 percent of these work orders were completed within seven days of submission. Work has begun on an annual work plan with a goal of 75 percent of work to be preventative maintenance projects.

Mr. Lettau advised over 11,000 events are scheduled yearly using District facilities, with over 6,000 needing additional support (audio visual support, sport field preparation, etc.). He reported the grounds department has been divided into four zones. This has helped with team building and training. Jeff Hosler has been hired as the new Warehouse Manager. A complete re-organization of the warehouse is underway for improved efficiency, including a designated space for a new central mail service.

Mr. Lettau reported all District properties have been measured and the grounds department is using a new four step training process and beginning an annual work plan for all tasks.

3.3 Construction Projects

3.3.1 Tapteal Elementary-Schematic Design-First Reading

Caren Johnson, introduced Brandon Wilm, Design West Architects, who reported progress on the schematic design documents for the new Tapteal Elementary replacement project. Tapteal is the next project and this same design could be used for the replacement school at Badger Mountain Elementary, as well as the new school at Badger Mountain South, if desired. Mr. Wilm stated the placement on the site is similar to the current location site. He reviewed the design and shared elevation documents with Board members.

3.3.2 Teaching, Learning, and Administration Center-Schematic Design-First Reading

Matt Whitish, Design West Architects, explained the design process of bi-weekly meetings with department heads, visiting several buildings in the area, as well as tours of several buildings in the Seattle area. The new Teaching, Learning and Administration Center (TLAC) will be located on the 72 acre parcel west of Libby Middle School. There is also potential for a high school on the property in the future. The TLAC will be located on an eight-acre portion which will include ample parking. Negotiations are ongoing with the City of West Richland regarding a road requirement. The plans call for a 41,500 square foot, two story building. The project will go out to bid in the spring of 2019, with completion expected in early 2020.

Ms. Johnson reported the ground-breaking ceremony for the new Elementary No. Eleven on Sunshine Avenue will be held at 1:00 P.M on May 23, 2018.

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

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.8), INCLUDING AN UPDATED PERSONNEL ACTION.

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

4.1 Personnel Actions

ADMINISTRATIVE PERSONNEL:

CHANGE OF ASSIGNMENT:

Hansen, Micheal, 1.0 FTE, Deputy Superintendent of Instruction, Administration (effective 7/1/18)

NEW HIRES FOR THE 2018-2019 SCHOOL YEAR:

Shaber, Paul, 1.0 FTE, Assistant Principal, Hanford High School (effective 7/1/18)

CERTIFICATED PERSONNEL:

LEAVE OF ABSENCE FOR THE 2018-2019 SCHOOL YEAR:

Bell, Beth, 1.0 FTE, Math Teacher, Hanford High School (effective 8/28/18)

Hays, Kenneth, 1.0 FTE, Special Ed. Resource Room Teacher, Sacajawea (REA association)

O’Laughlin, Shannon 1.0 FTE, Second Grade Teacher, Tapteal Elementary (effective 8/28/18)

Russell, Wendy, 1.0 FTE, Fifth Grade Teacher, Jefferson Elementary (effective 8/28/18)

Sande, Laine, .2 FTE, Occup. Therapist, Special Programs (working 0 FTE, effective 8/28/18)

NEW HIRES FOR THE 2018-2019 SCHOOL YEAR:

Ballo, Erin, 1.0 FTE, Third Grade Teacher, Lewis and Clark Elementary

Eaton-Bin Daar, Sherri, 1.0 FTE, Psychologist, Special Programs

Gosney, Megan, 1.0 FTE, Language Arts Teacher, Hanford High School, non-continuing

CLASSIFIED PERSONNEL:

RESIGNATIONS:

Elliott, Danita, Paraeducator, Jefferson Elementary, effective 06/12/18

Hagel, Nicole, Paraeducator, Transportation, effective 3/13/18

Tortoso, Arlene, Paraeducator, Special Programs, effective 06/12/18

Ward, Jennie, Paraeducator, Jefferson Elementary, effective 07/01/18

LEAVE OF ABSENCE FOR THE 2018-2019 SCHOOL YEAR:

Bock, Amy, Secretary, Hanford High School

Foster, Erica, Paraeducator, Tapteal Elementary

Pierson, Bethany, Paraeducator, White Bluffs Elementary

RETIREMENTS:

Hunter, Sharon, Fiscal Analyst, Special Programs, effective 06/20/18

Lowrance, Pat, Bus Driver, Transportation, effective 06/12/18

Walz, Margie, Paraeducator, Jason Lee Elementary, effective 06/12/18

4.2 Policy/RR No. 8800-Service Animals in Schools

4.3 Enrollment Monthly Report

4.4 Budget Monthly Report

4.5 Cash Grant-JK Group Allstate-Badger Mountain-Recess Equipment/Reading Materials

4.6 Cash Grant-Kadlec-Richland School District-Field Day

4.7 Cash Grant-Richland Education Foundation-Lewis and Clark-Incubators & Supplies

4.8 Warrant Approval

General Fund Warrant Nos. 10061005 through 10061108 for \$389,321.61

Nos. 51000276 through 51000278 for \$351,216.80

Nos. 71000033 through 71000049 for \$12,190.94

Nos. 10061109 through 10061199 for \$425,203.55

Nos. 51000279 for \$518.00

Nos. 71000050 through 71000068 for 40,003.90

Capital Projects Fund Warrant Nos. 20001088 through 20001092 for \$2,024,236.12

No. 52000075 for \$5,313.88

Nos. 20001093 through 20001096 for \$181,930.60

ASB Fund Warrant Nos. 40005690 through 40005700 for \$27,928.32

No. 54000198 for \$ 104,902.40

No. 74000012 through 74000013 for \$10,085.17

Nos. 40005701 through 40005713 for \$9,983.32

Nos. 74000014 for \$182.50

5.0 FUTURE AGENDA ITEMS-None

6.0 BOARD AND SUPERINTENDENT REPORTS

Rick Schulte, Nicole MacTavish, and Rick Jansons visited Washington, D.C. to advocate for Payment in Lieu of Taxes (PILT) funds. Dr. Schulte reported meeting with several representatives, Governor Inslee, and Senator Cantwell requesting the continuation of this funding.

Rick Schulte reported a School Resource Officer (SRO) will be added in West Richland and housed at Libby Middle School. Dr. Schulte attended the African American Students for an Academic Society (AASA) Scholarship event. He advised Jefferson Elementary has been awarded a \$100,000 Art Grant from the Washington State Arts Commission. Superintendent Schulte also stated head

lice procedures have been revised to allow more flexibility for principals. Mike Hansen, Assistant Superintendent of Elementary Education, has been working with a committee to review the school supply process to make this more affordable for families. Building budgets will be increased by \$25.00 per student, for a total cost to the District of \$200,000. The District is able to purchase in bulk for better pricing on certain items.

Mr. Jansons shared ideas on a plan for extra security, hardening of buildings, additional mental health counselors, nurses, School Resource Officers (SROs), and Communities in Schools (CIS) staff to improve student safety.

Brett Amidan attended the Orchard Elementary Art Extravaganza and heard a Libby Middle School Glee Club performance.

Heather Cleary attended several student luncheons and the PTA Council meeting.

Mr. Jansons requested a short break at 8:48 P.M. to allow the audience to dismiss.

EXECUTIVE SESSION (Personnel)

The Board adjourned to executive session at 8:56 P.M. to discuss qualifications of a candidate for appointment to elective office (interviews and final appointment must be in public) 42.30.110 (1) (h). The executive session was projected to last thirty minutes, with no action expected. Executive Session ended at 9:25 P.M.

The Board returned to the regular meeting at 9:25 P.M.

ADJOURNMENT

The meeting adjourned at 9:25 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS