



Board of Directors, Regular Meeting Minutes, Tuesday, August 22, 2017
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, August 22, 2017, at 6:30 P.M. at the Administrative Service Center, 615 Snow Avenue, Richland, Washington. School Board President Rick Jansons presided. Board members present: Heather Cleary and Brett Amidan. Administrators present: Superintendent Rick Schulte, Executive Director of Financial Services Rich Puryear, 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 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 6:34 P.M.

The Board returned to the regular meeting at 6:35 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-Gordon Comfort was absent. Rick Donahoe participated via conference call.

1.3 Approval of Minutes (August 8, 2017)

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

THE BOARD APPROVE MEETING MINUTES FROM AUGUST 8, 2017.

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

Motion was approved.

2.0 COMMUNICATIONS

2.1 Requests and Comments by Visitors (time limit)

Elizabeth Lugo, 1223 Jonagold Street, asked for an update on the facility use policy. Mr. Jansons reported Galt Pettett, District Counsel, is working with Kennewick and Pasco School Districts as all districts are updating their policies and practices for more consistency throughout the region.

3.0 UNFINISHED BUSINESS

3.1 Construction Projects

3.1.1 Belmont No. 11-Schematic Design Approval-First Reading

Caren Johnson, Director of Capital Projects, introduced Brandon Wilm, Design West Architects, who reviewed schematic design information. The Belmont design will be similar to Jefferson Elementary which is currently under construction. The project timeline was revealed with the bid process in March, construction to begin in April of 2018, and completion expected in July of 2019. Board discussion followed.

3.1.2 Resolution No. 843-New in Lieu-Badger Mountain Elementary

3.1.3 Resolution No. 844-New in Lieu-Tapteal Elementary

Ms. Johnson advised approval of “New in Lieu” resolutions are the first step in the OSPI D-Form process to qualify for state matching funds. Richard Krasner, Executive Director of Support Services, clarified that Tapteal Elementary will be fully replaced since this was unclear in the document. Ms. Johnson explained there is not enough room to build in a different location on the Badger Elementary site, so the building must be demolished and new construction will take place in the same location, similar to the process used for the construction of Marcus Whitman Elementary. Board discussion followed.

Dr. Schulte advised the state legislature did not pass the capital budget. If the current version of the budget is passed in the future, the space allowed per student may increase from 90 square feet to 110 square feet, which will increase the state match funding.

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

THE BOARD APPROVE RESOLUTION No. 843-NEW IN LIEU-BADGER MOUNTAIN AND RESOLUTION No. 844-NEW IN LIEU-TAPTEAL ELEMENTARY.

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

3.1.4 Preschool Educational Specifications Approval

Ms. Johnson reported a committee met to discuss the needs of a preschool center on the Jefferson Elementary campus. A portion of the existing building will be remodeled and designed to accommodate this center.

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

THE BOARD APPROVE PRESCHOOL EDUCATIONAL SPECIFICATIONS AS PRESENTED.

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

3.2 Public Hearing: 2017-2018 Budget

Mr. Jansons opened the Public Hearing portion of the meeting at 7:08 P.M. and asked for public input. As there was no public comment, the Public Hearing portion of the meeting was closed at 7:09 P.M.

3.3 Resolution No. 841-2017-2018 Budget Adoption

Rich Puryear, Executive Director of Finance, presented the 2017-2018 Enrollment Projections by building, Revenue Projections, Expenditure Projections, Resolution No. 841 and the F-195 State Budget Document. The 2017-2018 Budget is based on 13,450 FTE including Running Start and 2016-2017 actual FTE is 13,070 including Running Start. The increase from 2016-2017 actual to 2017-2018 budget is 2.9%.

Materials, Supplies and Operating Costs (MSOC) funded by the State is \$16,613,356 and the District MSOC total is \$25,183,899. The board goal is a 5% ending fund balance each year.

Mr. Jansons explained a budget review and extension is expected after OSPI works through the legislative results.

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

THE BOARD APPROVE RESOLUTION No. 841-THE 2017-2018 BUDGET AS PRESENTED.

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

Motion was approved.

4.0 NEW BUSINESS

4.1 Geology Renewal

Nicki Blake, Executive Director of Teaching, Learning and Curriculum, reported in the spring of 2017, Geology was approved as a new high school Career and Technical Education (CTE) course for Hanford High School, grades 9-12. Geology is a course providing students with the option to earn an occupational education, lab science, or elective credit. It also counts as an additional course meeting the “2 for 1” option where students can meet two graduation requirements upon completion.

Claudia Cooley, Director of Career and Technical Education, stated this provides another opportunity for students with jobs available in this field.

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

THE BOARD APPROVE GEOLOGY CURRICULUM, ESSENTIALS OF GEOLOGY, BY PEARSON, 2018.

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

Motion was approved.

4.2 2018 Levy Update and Discussion

Dr. Schulte explained, in prior elections he provided the Board with an extensive set of information about past levies including tax rates, trends in enrollment, and assessed valuation, then offered a number of options for consideration as levy proposals. He advised all of that information is now obsolete as a result of legislative action with HB 2242. A different approach will be needed when considering a renewal levy election in February, 2018, as it will be an entirely new kind of levy. “Maintenance and Operations” (M & O) levies will now be “Enrichment” levies.

Enrichment activities are permitted if they provide supplementation beyond the state:

- Minimum instructional offerings
- Staffing ratios including class size reduction below prototypical levels
- Professional learning beyond that allocated

Permitted enrichment activities consist of:

- Extracurricular activities
- Extended school days
- Extended school years
- Additional course offerings beyond the minimum instructional program
- Early learning programs
- Additional salary costs attributed to administration of enrichment activities
- Additional activities or enhancements OSPI determines to be documented and demonstrated enrichment

Levy proposals must be approved by OSPI before they are submitted to voters.

Levy Term:

Dr. Schulte advised the state has greatly reduced the maximum local levy, established a maximum levy rate, and defined levy match in a way that generates a fixed dollar amount per student using the prior year's enrollment. Accordingly, there is little or no uncertainty over future levy rates or levy collections. Richland and neighboring districts have a past practice of proposing two-year M & O levies. Since levy proposals now require OSPI approval, since uncertainty has been largely removed, and since preparing and running a levy incurs a variety of costs in both time and money, Dr. Schulte suggested Board members consider proposing a 4-year levy.

Levy Rate:

Local levy rates will be capped at a maximum of \$1.50 per thousand beginning with levies collected in 2019. This local levy rate will be about \$1.81 less than current local levy rates. This will be partially offset by the \$0.81 increase in the state school tax, resulting in a net decrease in local levy rates of about \$1.00. Richland can qualify for its maximum state levy match while reducing local levy rates by a net \$1.00 per thousand by passing a local levy at \$1.50 per thousand.

Levy Collection:

Prior levies were stated as a dollar amount to be collected in each calendar year. Tax rates were estimates based on forecasts of Assessed Valuation and the defined dollar amount to be collected. Superintendent Schulte explained the new legislation changes this. Now, the levy proposal will establish the tax rate (such as \$1.50 per thousand), and the dollars collected will vary depending on Assessed Valuation and enrollment. The proportion of dollars collected from local taxpayers versus state revenue will vary depending on local assessed valuation. The new formula will generate \$1,500 per student in Richland with a levy rate of \$1.50 per thousand, including both local taxes collected and LEA from the state. Given this tax rate and this per student revenue, the total dollars collected by a district will be based on student enrollment in the prior school year.

In 2018, Richland expects to collect about \$33,000,000 in revenue from a combination of local M & O taxes and state LEA matching funds. In 2019, assuming an enrollment the prior year of 13,500 FTE, and assuming a \$1.50 tax rate and \$1,500 per student, Richland would expect to

collect \$20,250,000 in local revenue plus LEA. In round numbers, this represents about a \$13,000,000 reduction in local tax revenue.

Documented and Demonstrated Enrichment

Superintendent Schulte explained OSPI must approve local levy proposals, assuring they comply with the requirement for using levy funds for enrichment activities not included in basic education, although currently no guidance has been given. He explained the Board may move funds from one line item to another as part of its annual budget approval process and after a public hearing. Our biggest challenge in preparing a levy proposal for 2018 may be defining the enrichment activities and expenses to be included in the levy plan. Board discussion followed.

Dr. Schulte advised this is only the beginning of a discussion and a decision making process for a levy proposal. A good draft plan is needed by the end of September and a final plan no later than the end of October, or earlier if possible, since the OSPI process may take up to 30 days to approve or respond. Once approved, we will need time to explain the new levy system and the new levy proposal with the detailed enrichment activities.

Board members were in favor of further information regarding a 4-year levy and collecting the maximum levy amount. Dr. Schulte was asked to research levy details, explore a technology levy or transportation vehicle levy, and bring information to the next Board meeting.

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

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

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (5.1) THROUGH (5.4). WITH UPDATED PERSONNEL.

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

Motion was approved.

5.1 Personnel Actions

CERTIFICATED PERSONNEL:

NEW HIRES FOR THE 2017-2018 SCHOOL YEAR:

- Aldrich, Stacy, 1.0 FTE, CTE Business Education Teacher, Richland High School
- Blake, Spencer, .4 FTE, Music Teacher, Badger Mountain and Tapteal (non-continuing contract)
- Laws, Kevin, 1.0 FTE, Music Teacher, Enterprise MS, .6 FTE, Chief Joseph MS, .4 FTE
- Nicacio, John, 1.0 FTE, Physical Therapist, Special Programs
- Perez, Ruby, 1.0 FTE, Music Teacher, Marcus Whitman Elementary (non-continuing contract)
- Saddler, Shanita, 1.0 FTE, Mathematics Teacher, Hanford High School (non-continuing contract)

LEAVE OF ABSENCE FOR THE 2017-2018 SCHOOL YEAR

- Freeburg, Emily, 1.0 FTE, Music Teacher, Marcus Whitman Elementary
- Gailey, Stephanie, 1.0 FTE, Special Programs Resource Room Teacher, Leona Libby MS

RESIGNATIONS FOR THE 2016-2017 SCHOOL YEAR:

- Davis, Johanna, 1.0 FTE, Counselor, Orchard Elementary

CLASSIFIED PERSONNEL:

NEW HIRES:

- McMakin, Marla, Nutrition Service Worker, Jason Lee Elementary, effective 08/28/17

LEAVE OF ABSENCE FOR THE 2017-2018 SCHOOL YEAR

Stafford, Goldie, Paraeducator, Jason Lee Elementary

RESIGNATIONS:

Christensen, Kade, Print Shop Assistant, Print Shop, effective 08/31/17

Jackson, Leroy, Bus Driver, Transportation, effective 08/15/17

Joachims, Pamela, Paraeducator, Jefferson Elementary, effective 08/15/17

Mitchell, Melissa, Paraeducator, Badger Mountain Elementary, effective 08/18/17

Petersen, Cathryn Nicole, Paraeducator, Jefferson Elementary, effective 08/15/17

Powell, Cynthia, Paraeducator, Badger Mountain Elementary, effective 08/18/17

Ramos, Tyler, Paraeducator, Richland High School, effective 08/11/17

Shay, Paula, Paraeducator, Richland School District, effective 08/09/17

Smith, Courtney, Nutrition Service Worker, Jason Lee Elementary, effective 07/27/17

Wade, Jessica, Nutrition Service Worker, Hanford High School, effective 08/17/17

5.2 Resolution No. 842-Establish a Change Fund for Leona Libby Middle School for Nutrition Services, ASB Activity and In Touch

5.3 Budget Monthly Report

5.4 Warrant Approval

General Fund Warrant Nos. 10055255 through 10055389 for \$681,985.93

Capital Projects Fund Warrant Nos. 20000951 through 20000960 for \$2,266,721.15

ASB Fund Warrant Nos. 40005239 through 40005244 for \$27,440.00

6.0 FUTURE AGENDA ITEMS

An executive session was set for September 5, 2017, at 5:00 P.M. to complete the superintendent evaluation. Policy No. 2410-Graduation Requirements will be on the next agenda.

7.0 BOARD AND SUPERINTENDENT REPORTS

Rick Schulte, Nicole MacTavish, Gordon Comfort, Brett Amidan, Rick Jansons and Heather Cleary toured the new Leona Libby Middle School and the additional classrooms at Richland High School on April 17, 2017.

Rick Schulte attended a variety of trainings and will participate in the Cancer Crushing Executives Group.

Rick Jansons attended freshman orientation.

ADJOURNMENT

The meeting adjourned at 7:55 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS