



Board of Directors, Regular Meeting Minutes, Tuesday, August 8, 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 8, 2017, at 6:00 P.M. at the Administrative Service Center, 615 Snow Avenue, Richland, Washington. School Board Vice President Heather Cleary presided. Board members present: 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 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, Executive Director of Special Education Nita Kamphuis, and District Counsel Galt Pettett.

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

EXECUTIVE SESSION (Negotiations, Real Estate)

The Board adjourned to executive session at 6:00 P.M. to discuss acquisition of real estate, if public knowledge might increase the price 42.30.110 (1) (b). The executive session was projected to last thirty minutes, with no action expected. Executive session ended at 6:31 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-Brett Amidan and Rick Jansons participated via conference call.

1.3 Approval of Minutes (July 25, 2017)

It was moved by Rick Donahoe and seconded by Gordon Comfort that –

THE BOARD APPROVE MEETING MINUTES FROM JULY 25, 2017.

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

2.0 COMMUNICATIONS

2.1 Requests and Comments by Visitors (time limit)-None

Heather Cleary introduced Dr. Nicole MacTavish, new Deputy Superintendent, and welcomed her to the District.

3.0 UNFINISHED BUSINESS

3.1 Construction Projects

Caren Johnson, Director of Capital Projects, reported the need to approve two resolutions to continue the bond project timeline.

3.1.1 Resolution No. 839-Marcus Whitman Elementary-Acceptance as Finally Complete

3.1.2 Resolution No. 840-Marcus Whitman Elementary-Building Commissioning Report

It was moved by Rick Donahoe and seconded by Gordon Comfort that –

THE BOARD APPROVE RESOLUTION No. 839-MARCUS WHITMAN ELEMENTARY-ACCEPTANCE AS FINALLY COMPLETE AND RESOLUTION NO. 840-MARCUS WHITMAN ELEMENTARY-BUILDING COMMISSIONING REPORT.

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

3.1.3 Belmont No. 11-Educational Specifications Approval

Caren Johnson explained the Educational Specifications are similar to those of the recent prototypical schools (Marcus Whitman, Sacajawea, Lewis and Clark, and Jefferson elementaries). Representatives from Design West Architects will be attending the meeting on August 22, 2017. All schools are provided a basic playground equipment budget, but decisions on what types of equipment are made after principal and staff input, as priorities vary at each school.

It was moved by Rick Donahoe and seconded by Gordon Comfort that –

THE BOARD APPROVE ELEMENTARY EDUCATIONAL SPECIFICATIONS FOR BELMONT No. 11.

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

3.2 2017-2018 Budget Update

Rich Puryear, Executive Director of Finance, reviewed the updated revenue and expenditure information. Mr. Puryear explained there were some minor changes, particularly to revenue apportionment. The budget includes increases in Highly Capable, Bilingual, Learning Assistance Program (LAP), and Career and Technical Education (CTE) programs. Since this information is very recent, planning is needed before decisions will be made regarding these additional funds.

Board questions and discussion followed. Dr. Schulte explained specific program increases along with additional stipulations placed on the spending of these funds. The Board will be asked to approve the 2017-2018 Budget at the next meeting, knowing there will likely be a need for a budget revision after the first of the year when more information from the legislature is available. Dr. Schulte and Mr. Puryear are comfortable with the beginning and ending fund balance and are confident the District will meet its goal of a 5 percent ending fund balance.

Superintendent Schulte reported Payment in Lieu of Taxes (PILT) money was received \$1.7M and is deposited into the capital project fund. The District is expecting another of \$1.7M in November. These funds may be cancelled or possibly renegotiated in the future.

4.0 NEW BUSINESS

4.1 English Language Arts (ELA) Curriculum Renewal-Secondary Elective Course

Nicki Blake, Executive Director of Teaching, Learning and Curriculum (TLC), explained the TLC team is gearing up for the new school year with new teacher orientation later in the week. Ms. Blake advised ELA elective courses have not updated materials in 10-12 years. Elective teachers collaborated and analyzed current materials, identified gaps, reviewed instructional materials, and made recommendations to the Instructional Materials Committee (IMC). The IMC met on May 30, 2017, and recommended the materials outlined for adoption by the Board. Ms. Blake introduced Kristina Tucker and Erika Doyle, TLC staff members, and Kim Reifle, Bertha Rachinski, Nancy Smith, and Alyssa Bauermeister, ELA teachers, who shared their experience with the curriculum renewal process.

Public Comment:

Ron Higgins, 806 Cedar, asked about translating acronyms as they are very confusing.

It was moved by Rick Donahoe and seconded by Gordon Comfort that –

THE BOARD APPROVE ELA SECONDARY ELECTIVE MATERIALS AS FOLLOWS:

Science Fiction	Novels:		
	Marvel 1602 by Neil Gaiman	Marvel	2012
	Black Panther: A Nation Under Our Feet by ta-Nehisi Coates	Marvel	2016
	V for Vendetta by Alan Moore	Vertigo	2011
AP Language and Composition	The Language of Composition	BFW	2013
	50 Essays	BFW	2017
	The Everyday Writer	BFW	2016
	They Say, I Say with Readings	Norton	2015
	The Road by Cormac McCarthy	Vintage Books	2006
AP Literature and Composition	40 Short Stories: A Portable Anthology	Bedford	2013
	250 Poems: A Portable Anthology	Bedford	2013

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

4.2 Instructional Technology (zSpace/Chromebooks)

Mike Leseberg, Executive Director of Information Technology, explained the goal is to achieve a student-to-device ratio of 1:1 by the end of 2019. The District has made significant progress towards this goal. With the next purchase of Chromebooks, most District schools will open 1:1 this year. Equally important is meeting the instructional technology goal of shifting instruction to student centered (transformative) instruction relevant to students. John Kelley, Instructional Technology Coordinator, reviewed progress including professional development provided and the collaborative approach using Google Docs for immediate input from teachers and peers. Highlights included:

- 2016-17 technology goal shifted from putting additional carts in buildings to putting carts in classrooms with teachers ready to benefit.
- 1:1 application funding along with capital projects funding (modular buildings) resulted with Chief Joseph MS, Enterprise MS, and all ten elementary schools opening next school year as 1:1.
- Over 2600 Chromebooks purchased this school year.
- All schools will open with at least one instructional technology model classroom.
- Three 3-day project-based learning workshops will be provided over the summer.
- 1:1 model classroom teachers will lead four after school “Tech Teach” learning opportunities in their buildings for teachers who received Chromebook carts in the second round of applications and any additional teachers interested in attending.
- Model classroom teachers will receive two full days of training over the school year.

Board discussion followed with Board members in favor of “personalized learning” in place of “1:1” to put the emphasis on student learning instead of the device.

Mr. Kelley shared Hanford High School students took part in the recent Safety Connect Conference using zSpace training. These labs are located at all District middle schools, Hanford High School, Three Rivers HomeLink, and River’s Edge High School. Mr. Baddley advised the Health Science Academy, in its planning stage this year, will benefit from this program.

Ron Higgins, 806 Cedar, questioned whether technology was having an adverse effect on cursive writing skills.

4.3 Bond Sale

Dr. Schulte advised the state legislature did not pass a Capital Budget. As a result, previously approved state matching funds of about \$9.7 million for Jefferson Elementary are not available. Since the District passed its 2017 bond and sold \$69 million in bonds, we have sufficient cash on hand to front fund the Jefferson Elementary project with local dollars. As a result of the indefinite delay in the Jefferson state match, together with front funding of that project, our the District cash flow projection for subsequent projects may have to be modified to account for the delayed match. Superintendent Schulte explained a potential alternative option to provide more flexibility with cash flow and to account for the delay in the Jefferson match is to sell the next \$9.7 million in previously approved bonds. Several potential benefits are listed below:

- Selling these bonds earlier than planned will lock in current low interest rates, reducing the risk of future interest rate hikes.
- A bond sale of less than \$10 million makes these bonds “bank qualified,” meaning that banks are eligible to purchase the bonds, typically at a lower interest rate than other bonds, and again resulting in some interest cost savings.

The final 2017 bond sale of the remaining approximately \$20 million in bonds would occur in December, 2018.

Superintendent Schulte also stated another scenario made possible by recent legislative action on school funding may also offer some opportunities for current and future bond sales.

1. Legislative action will increase the state school property tax rate by about 81 cents in 2018.
2. The same legislative action will decrease local school levy tax rates by about \$1.83 cents in 2019. In 2019 local school property tax rates will have a net decrease of about \$1.00 per thousand.
3. The District could take advantage of this tax rate reduction to shorten the term of any new bonds sold. This could happen if we increase the local property tax used to pay the bonds by an amount that could range from as little as 10 cents up to \$1.00, depending on how quickly the District wants to pay off the bonds and how much we are willing to offset the reduced school taxes.
4. One example could be to increase the bond tax rate by 50 cents in 2019, leaving a net reduction in local school taxes of 50 cents, and paying off some or all of those construction bonds earlier than the previously planned 15 years.
5. A potential advantage of this approach could also be a planned reduction in local school bond-related taxes by 20 to 60 cents in 2021 or 2022, at a time when the District will be considering proposals for a new high school and replacement of the transportation and maintenance facilities. Conceivably, under this scenario, a new bond in 2021 or 2022 for a high school and support facilities could be accomplished with little or no net tax increase at that time, when some earlier bonds are retired.

Dr. Schulte advised these ideas are strictly hypothetical at this time and asked if the Board has interest in these options. After further discussion, Dr. Schulte and Rich Puryear will research these possibilities to determine whether any are desirable or possible and report back to the Board.

The bond project timeline is still in question as the location of the Teaching, Learning and Administration building has not been decided.

5.0 CONSENT AGENDA (approval by a single vote of the Board)
It was moved by Rick Donahoe and seconded by Gordon Comfort –

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (5.1) THROUGH (5.3) INCLUDING REVISED PERSONNEL ACTION.

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

5.1 Personnel Actions

ADMINISTRATIVE PERSONNEL:

NEW HIRES FOR THE 2017-2018 SCHOOL YEAR:

Easton, Erin, 1.0 FTE, Assistant Principal, Carmichael Middle School

McKenzie, Kristen, 1.0 FTE, Assistant Principal, Orchard Elementary

CERTIFICATED PERSONNEL:

NEW HIRES FOR THE 2017-2018 SCHOOL YEAR:

Dautel, Merideth, 1.0 FTE, Special Education Teacher, Twin Rivers Group Facility (non-cont.)

Hall, Melina, .6 FTE, Language Arts Teacher, Enterprise Middle School

Lutes, McKala, 1.0 FTE, Fourth Grade Teacher, Sacajawea Elementary

Newbury, Russell, 1.0 FTE, Music Teacher, Hanford High School

O'Neill, Dennis, 1.0 FTE, Fifth Grade Teacher, Lewis and Clark Elementary

Torres, Rosalinda, 1.0 FTE, Language Arts, Spanish Teacher, Leona Libby Middle School

RESIGNATIONS FOR THE 2016-2017 SCHOOL YEAR:

Castilleja, Heidi, 1.0 FTE, Art Teacher, White Bluffs Elementary

CLASSIFIED PERSONNEL:

NEW HIRES:

Brewer, Kendra, Nutrition Services Worker, Enterprise Middle School, effective 08/29/17

Gladden, Moeneek, Nutrition Services Worker, Chief Joseph Middle School, effective 08/29/17

Harrington, Robin, Paraeducator, Tapteal Elementary, effective 08/28/17

Hartsfield, Jennifer, Paraeducator, Tapteal Elementary, effective 08/28/17

RESIGNATIONS:

Boudreau, Debra, Bus Aide, Transportation, effective 08/27/17

Linkfield, Patricia, Paraeducator, Orchard Elementary, effective 08/01/17

Wilson, Romona, Paraeducator, Tapteal Elementary, effective 08/07/17

5.2 Cash Grant-City of Richland-Cable TV Access

5.3 Payroll and Warrant Approval

General Fund Warrant Nos. 10054891 through 10055253 for \$1,314,325.35

Nos. 51000220 through 51000224 for \$218,846.36

Capital Projects Fund Warrant Nos. 20000937 through 20000950 for \$563,375.18

Nos. 52000055 through 52000056 for \$18,212.81

ASB Fund Warrant Nos. 40005229 through 40005238 for \$14,376.99

Nos. 54000177 through 54000178 for \$59,832.02

Transportation Vehicle Fund Warrant No. 90000117 for \$153,473.52

Payroll Warrant No. 10054754 for \$836.53

Lost Warrant No. 10054423 for (\$836.53)

Nos. 10054893 through 10055066 for \$187,428.05

Nos. 10055067 through 10055131 for \$3,093,367.52

Electronic Fund Transfer for \$7,075,178.36

Total July Payroll approved in the amount of \$10,355,973.93

6.0 FUTURE AGENDA ITEMS

Dr. Schulte advised dates/times need to be set for special meetings to discuss the following topics:

6.1 Goal Setting Workshop

6.2 Annual Superintendent Evaluation-executive session

6.3 Format and Process for Superintendent Evaluation-regular session

6.4 Levy Proposal-Rate, Amount, Timing, Detail, Length, Process, Communication

6.5 Tour Libby Middle School and Richland High School Classroom Addition

A tour of the new Leona Libby Middle School and additional classrooms at Richland High School will take place on April 17, 2017 at 3:30 P.M. with a closed session to discuss negotiations to follow.

Gordon Comfort asked to discuss the Organizational chart at a future date.

7.0 BOARD AND SUPERINTENDENT REPORTS

Rick Schulte announced the Administrative Team from the District including Cabinet members and School Administrators will meet for two days of training on April 9-10, 2017.

ADJOURNMENT

The meeting adjourned at 8:22 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS