



Board of Directors, Regular Meeting Minutes, Tuesday, October 24, 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, October 24, 2017, 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, Gordon Comfort, and Brett Amidan. Administrators present: Superintendent Rick Schulte, Deputy Superintendent Nicole MacTavish, 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 Mandy Cathey, and District Counsel Galt Pettett.

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

EXECUTIVE SESSION (Negotiations)

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 6:33 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-All Here

1.3 Approval of Minutes (October 10, 2017; October 13, 2017)

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

THE BOARD APPROVE MEETING MINUTES FROM OCTOBER 10, 2017.

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

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

THE BOARD APPROVE MEETING MINUTES FROM OCTOBER 13, 2017.

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

2.0 COMMUNICATIONS

2.1 Student Representative Report

Eman Ahmed, Hanford High School, shared topics from the recent Superintendent/Student Advisory meeting including bond projects, proposed levies on the February, 2018 ballot, and diversity.

2.2 Presentations/Recognitions-Chief Joseph Middle School

Kevin Norris, Principal, introduced Jill Loftus and Tina Burruss, teachers/Action Team Partnership (ATP) co-chairs, and Ron Shelby and Travis Southern, Richland Baptist Church members. Together they partner to help with student achievement. Other activities include providing backpacks with supplies for students every Friday, shoe vouchers for needy students, and a dinner to improve family connections.

2.3 Requests and Comments by Visitors (time limit)

Lora Brady, 5111 Hershey Lane, spoke regarding internet safety and asked for tighter internet filters.

Gina Doncaster, 432 Liberty Lane, shared her concern/confusion regarding standard based grading at Libby Middle School.

Matt and Sacha O'Hara, 1616 Woodbury Street; Kevin Lenkersdorft, 1607 Woodbury Street; Ralph Photo, Woodbury Street; and Patty Snydergolden, shared their concerns regarding the placement of portables at Jason Lee Elementary.

MaryAnn Michaelis, 641 Lethbridge Avenue, stated her concern regarding internet safety and pornography.

3.0 UNFINISHED BUSINESS

3.1 Construction Projects

3.1.1 Design Development-Belmont Elementary No. 11-Second Reading

Richard Krasner, Executive Director of Support Services, reported no changes from last meeting and asked for Board approval.

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

THE BOARD APPROVE DESIGN DEVELOPMENT-BELMONT ELEMENTARY No. 11-FOR SECOND READING.

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

4.0 NEW BUSINESS

4.1 School Improvement Plans (SIPs)-Elementary/Secondary

Dr. MacTavish, Deputy Superintendent, reported 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 Jen Klauss, Principal-Enterprise Middle School, and Brian Moore, Principal-Marcus Whitman Elementary, who shared their School Improvement Plans. Topics discussed included:

- Common format for each school
- Goals call for significant improvement over the next three years-including closing the achievement gap
- Improved accountability
- Use of Professional Learning Communities (PLCs)-how do we make these more effective?
- Measurable actions to achieve goals
- Dynamic living documents-ability to be reflective and make changes with real time adjustments
- Importance of relationships/work to improve student and family connections
- Teachers responsible for their own students-ownership
- All staff involved in SIP process

Dr. MacTavish advised the monthly Touch Base meetings with building administration teams have changed to an instructional focus. Buildings are sharing what resources and support are needed for success.

Dr. Schulte advised the District Improvement Plan (DIP) should be part of a comprehensive Strategic Plan.

4.2 Policy No. 2164-Use of Restraint, Isolation, and Other Uses of Reasonable Force

Mandy Cathey, Executive Director of Special Programs, reported with the passing of HB 1240, the prohibition of isolation and restraint has been expanded to all students and is allowed only when "reasonably necessary to control spontaneous behavior that poses an imminent likelihood of serious harm."

Ms. Cathey advised isolation and/or restraint reporting forms have always been completed by building teachers and/or principals, as the District has been required to submit a report to the Office of Civil Rights when requested. Parents always receive a phone call (unless previously arranged to not do this) and a copy of the reporting form within 24 hours of any incident. Ms. Cathey reported the numbers are increasing, not only in the Richland School District, but across the state. Schools who reported a high number of isolations and/or restraints are those schools which contain magnet programs including students with behavioral or sensory challenges. Conversations will occur on a monthly basis regarding appropriateness of isolation and restraint, accurate reporting, and modifying strategies being used with individual students.

Mr. Pettett, District Counsel, advised the Richland School District was the first in the state to have this policy. This year the District has contracted with two behavioral specialists to work with staff on some of the high incident students. Discussion followed including an emphasis on positive replacement behaviors.

Ron Higgins, 806 Cedar, spoke regarding the difficulty of retaining para educators in these positions.

4.3 Policy No. 6750-Meal Charge

Galt Pettett, District Counsel, advised food service professionals across the country have struggled when a hungry child shows up in the cafeteria without the funds needed to pay for a meal. In general, the District has done an exceptional job balancing the importance of providing children with nutritious meals and maintaining the financial viability of its school meal program. Nevertheless, unpaid meal charges can create challenges for schools that rely on student payments to provide healthy meals to all students. Mr. Pettett reported the District has roughly \$13,000 in unpaid meal charges at any given time. The US Department of Agriculture (USDA) now requires all school districts in the country to have a written and clearly communicated meal charge policy. Mr. Pettett reviewed the details of the new policy and shared a local restaurant is donating money to help pay down this debt. He explained the District does not turn students away and the proposed policy codifies many of the District's current practices. The effect on families in the District should be minimal. Board discussion followed.

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

THE BOARD APPROVE POLICY NO. 6750-MEAL CHARGE POLICY FOR FIRST READING.

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

5.0 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 (5.1) THROUGH (5.5).

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:

Gosney, Megan, 1.0 FTE, Language Arts Teacher, Hanford High School (non-continuing)
Grow, Jesse, 1.0 FTE, Special Education, Resource Room Teacher, Hanford HS (non-continuing)

INCREASE IN FTE FOR THE 2017-2018 SCHOOL YEAR:

Haynie, Leigh, .05 FTE, Special Education, Resource Room Teacher, William Wiley Elementary
(non-continuing, increasing to .3 FTE)

LEAVE OF ABSENCE FOR THE 2017-2018 SCHOOL YEAR:

Withers, Angela, .2 FTE, Psychologist, Special Programs (retaining .8 FTE, effective 10/16/17)

CLASSIFIED PERSONNEL:

NEW HIRES:

Beutler, Alexis, Paraeducator, Jefferson Elementary, effective 09/14/17

Biglin, Lena, Paraeducator, Sacajawea Elementary, effective 10/19/17
Brotherton, Chad, Plumber, Steven's Center, effective 10/19/17
Burnside, Melissa, Paraeducator, Hanford High School, effective 10/18/17
Dillard, Stephanie, Paraeducator, Chief Joseph Middle School, effective 11/01/17
Diaz, Jose, Paraeducator, Richland High School, effective 10/16/17
Erichsen, Julie, Paraeducator, Sacajawea Elementary, effective 10/16/17
Griggs, Annette, Paraeducator, Badger Mountain Elementary, effective 10/16/17
Lawler, Trudy, Paraeducator, Jefferson Elementary, effective 10/11/17
Ochoa, Alejandra, Paraeducator, Enterprise Middle School, effective 10/16/17
Serven, Jessica, Nutrition Services, Hanford High School, effective 09/25/17
Trevino, Brooke, Paraeducator, Chief Joseph Middle School, effective 11/01/17
Wakeman, Claire, Paraeducator, Three River's HomeLink, effective 10/16/17

RESIGNATIONS:

Alvarado, Jamie, Paraeducator, Jason Lee Elementary, effective 10/18/17
Jones, Rebecca, Paraeducator, White Bluffs Elementary, effective 11/22/17
Machinal, Mary, Nutrition Services, Chief Joseph Middle School, effective 10/12/17
Trotter, Kathleen, Paraeducator, Jefferson Elementary, effective 08/29/17

5.2 RR No. 4330-Community Use of School Facilities

5.3 Enrollment Monthly Report

5.4 Cash Grant-Tapteal PTA-Curriculum Support

5.5 Warrant Approval

General Fund Warrant Nos. 10056489 through 10056606 for \$646,988.91
Nos. 10056289 through 10056487 for \$520,269.20
Nos. 51000230 through 51000232 for \$342,247.36
Capital Projects Fund Warrant Nos. 20000996 through 20001003 for \$876,097.58
Nos. 20000990 through 20000995 for \$3,536,550.91
Nos. 52000061 for \$2,042.64
ASB Fund Warrant Nos. 40005327 through 40005353 for \$101,511.48
Nos. 40005312 through 40005326 for \$42,956.25
Nos. 54000181 through 54000182 for \$127,437.70

6.0 FUTURE AGENDA ITEMS

It was decided School Improvement Plans (SIPs) will be shared by building principals, two-three at each meeting in the future.

7.0 BOARD AND SUPERINTENDENT REPORTS

Rick Schulte wrote an editorial for the Tri City Herald regarding the effect of new state legislation on school districts.

Brett Amidan attended several football games.

Rick Jansons reported some recent information regarding the McCleary Decision.

ADJOURNMENT

The meeting adjourned at 8:39 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS