



Board of Directors, Regular Meeting Minutes, Tuesday, May 28, 2019  
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 28, 2019, 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, Jill Oldson, and Brett Amidan. Administrators present: Superintendent Rick Schulte, Deputy Superintendent Mike Hansen, Executive Director of Financial Services Rich Puryear, Assistant Superintendent of Instruction and Secondary Education Todd Baddley, Assistant Superintendent K-5 and Assessment Brian Moore, Assistant Superintendent of Human Resources Tony Howard, Executive Director of Support Services Richard Krasner, Public Information Officer Ty Beaver, 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 6:30 P.M.

**EXECUTIVE SESSION** (Personnel)-moved to the end of the meeting.

**1.0 CALL TO ORDER**

**1.1 Pledge of Allegiance**

**1.2 Roll Call**

**1.3 Approval of Minutes (May 14, 2019; May 21, 2019)**

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

THE BOARD APPROVE MEETING MINUTES FROM MAY 14, 2019.

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

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

THE BOARD APPROVE MEETING MINUTES FROM MAY 21, 2019.

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

**2.0 COMMUNICATIONS**

**2.1 Presentations/Recognitions**

**2.1.1 William Wiley Elementary**

Marc' Nelson, Wiley Principal, introduced Darcie Brightman, Kim Ward, Monica Wheeler, Tami Simundson, and Brenda Wolf, all Teachers who have contributed for many years to the English Language Arts Committee. They were involved in piloting curriculums and training and

supporting staff members. Mr. Nelson thanked them for their many hours of work on this committee and their many extra responsibilities in the building.

### **2.1.2 Leona Libby Middle School-Outstanding Young Educator of Washington State Association for Supervision and Curriculum Development (ASCD)-Jessica Saddler**

Andre Hargunani-Libby Principal, and Kelly Lindsley-Assistant Principal, introduced Jessica Saddler-Teacher, who was recently awarded the Outstanding Young Educator of Washington State award from ASCD. Ms. Saddler recently completed her Masters of Education degree and is a true innovator in her classroom. Her many responsibilities include helping with the opening of a new school this year (Libby Middle School), leading the Action Team Partnership (ATP) committee and the first STEAM Fair.

### **2.1.3 Longevity**

Tony Howard, Assistant Superintendent of Human Resources, introduced the following staff members and thanked them for their years of service.

Nanette	Duncan	30th	Carmichael MS
Christy	Jagelski	30th	Orchard
Carol	Kenmore	30th	White Bluffs
Patricia	Legard	30th	White Bluffs
Shawn	Murphy	30th	Richland HS
JoAnn	Murrow	30th	Richland HS
Jeffrey	Rader	30th	Hanford HS
Daniel	Schuster	30th	Jason Lee
Wanda	Sevigny	30th	HomeLink
Lannette	Steindorf	30th	William Wiley
Steven	Williams	30th	Jefferson

## **2.2 Requests and Comments by Visitors (20 minute time limit)**

Katie Phillips, 2403 Richmond Boulevard, is a Para in the Life Skills class at Hanford High School. Ms. Phillips shared with her students that the Board oversees the budget and students made thank you cards for Board members.

Rick Jansons shared that he will be leaving to attend his daughter's concert for a short period sometime during the meeting.

## **3.0 BUSINESS**

### **3.1 Construction Projects (TLAC)**

#### **3.1.1 Resolution No. 886-Teaching, Learning and Administration Center (TLAC)-Award of Bid**

Caren Johnson, Director of Capital Projects, shared the bids were competitive for the Teaching, Learning and Administration Center project with a total of six bids received. The estimated project cost by Design West Architects was \$12.2 million, which included five alternatives and sales tax. Staff opened the sealed bids at 4:00 P.M from six general contractors. The lowest bidder was

Bouten Construction with a total bid of \$11,643,500 including alternates and plus sales tax. Ms. Johnson reported site work will begin this summer with completion planned for September of 2020.

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

THE BOARD OF DIRECTORS OF RICHLAND SCHOOL DISTRICT No. 400 RECOMMENDS AWARD OF THE GENERAL CONSTRUCTION CONTRACT FOR THE TEACHING, LEARNING AND ADMINISTRATIVE CENTER PROJECT TO BOUTEN CONSTRUCTION-RESOLUTION No. 886-IN COMPLIANCE WITH WAC 392-344-110.

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

### **3.1.2 Resolution No. 887-TLAC-Intent to Construct**

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

THE BOARD OF DIRECTORS OF RICHLAND SCHOOL DISTRICT No. 400 DOES HEREBY CERTIFY THAT THE CONSTRUCTION OF THE TEACHING, LEARNING AND ADMINISTRATIVE CENTER WILL BE COMPLETED FOR THE PURPOSES FOR WHICH THE STATE MATCHING FUNDS ARE BEING PROVIDED, AS REQUIRED BY WAC 392-340-130-RESOLUTION 790-INTENT TO CONSTRUCT.

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

### **3.1.3 Resolution No. 888-TLAC-Acceptance of Constructability Review**

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

THE BOARD OF DIRECTORS OF THE RICHLAND SCHOOL DISTRICT No. 400 ACCEPTS AND APPROVES THE TEACHING, LEARNING AND ADMINISTRATIVE CENTER CONSTRUCTABILITY REVIEW REPORT.

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

### **3.2 Elementary Math Recommendation of Instructional Materials**

Nicki Blake, Executive Director of Teaching, Learning and Curriculum, explained the Elementary Math Committee began working in October of 2018. The committee reviewed current District math data, researched best practices in elementary math instruction, and used their identified best practices as criteria for evaluating instructional materials. The committee identified two instructional materials to field test in classrooms. Committee members presented their material selection process and recommendations to the Instructional Materials Committee (IMC) in May and is recommending *Investigations 3, Pearson, 2017* for adoption. Math committee members were in attendance to answer questions. Teachers stated there are strong technology and differentiated instruction pieces available with this curriculum. If approved tonight, staff will be able to access

curriculum online within the next few days, with delivery in July and trainings in August. Board discussion followed.

*Public Comment:*

Kristen Schlessler, 458 Satus, is in support of this curriculum and would like to see it used at grade level in the HiCap program at Lewis and Clark Elementary.

It was moved by Heather Cleary and seconded by Jill Oldson that –

THE BOARD APPROVE ELEMENTARY MATH INSTRUCTIONAL MATERIALS AS PRESENTED: INVESTIGATIONS 3, *PEARSON*, 2017.

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

**3.3 Middle School Math Recommendation of Instructional Materials**

Erika Doyle, Assistant Director of Teaching, Learning and Curriculum, reported in the spring of 2018, the committee completed its review of available instructional material and selected material to pilot in the fall of 2018. Upon completion of the pilot, the committee recommended materials for 6th grade, 7th grade, and 8th grade. Ms. Doyle explained each middle school math teacher participated in a book study. Students also participated in a survey which showed students still prefer a paper/pencil experience with online support. She stated the same staff access will be provided for online support, professional development, and curriculum delivery as the elementary materials. Board discussion followed.

*Public Comment:*

Steven Tucker, community representative on the committee, is a retired teacher and stated this was the most comprehensive curriculum study he has ever been involved in and is very supportive of the adoption.

Ann Fraser, 570 Holly Street, shared her concern regarding the new curriculum and supports the continued use of Math 180.

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

THE BOARD APPROVE MIDDLE SCHOOL MATH INSTRUCTIONAL MATERIALS AS PRESENTED: 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> GRADE MATH, READY MATHEMATICS, *CURRICULUM ASSOCIATES*, 2020.

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

**3.4 Policy/RR No. 8900-Anti Discrimination**

Galt Pettett, District Counsel, advised during the recent Consolidated Program Review (CPR), it was determined the District's two policies prohibiting discrimination needed to be updated. The District's current Policy No. 3210, prohibits discrimination of students. Policy No. 5010, prohibits

the discrimination of employees. The District made the decision to combine the two policies into one. This is similar to the District's Policy/RR No. 8700, which prohibits sexual harassment of both employees and students. These updates bring the policy and regulation up to date and comply with both state and federal laws.

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

THE BOARD APPROVE POLICY/RR No 8900-ANTI DISCRIMINATION FOR FIRST READING.

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

### **3.5 Secondary Extra-Curricular Programs/Student Engagement Report**

Todd Baddley, Assistant Superintendent of Secondary Education, reported schools are focused on increasing student engagement to make a positive impact on school culture resulting in better attendance, less student discipline, and increasing graduation rates. He stated 8,516 students participated in over 195 different clubs/groups that offer a wide variety of activities for students in middle and high school. Lacrosse was added as a club sport this year with 37 students participating. There were 3,967 students participated in athletics grades 7-12.

Mr. Baddley introduced Eric Davis, Hanford High School Athletic Director, and Mike Edwards, Richland High School Athletic Director, who shared information from each of the high schools. Both reported students also participate in service activities and fundraisers to support and raise awareness of a variety of programs in our community. Several projects mentioned were the *Heroes Breakfast* (honoring police, firefighters and medical personnel), blood drives, providing blankets for the Gospel Mission, and service projects for the elderly. Mr. Davis and Mr. Edwards stated participation continues to increase with the addition of several new clubs each year. The focus of activities is building relationships with students and finding something each student can feel a part of.

Mr. Donahoe asked if there is help available for those students in need. Mr. Edwards assured Board members that there are funds available and also opportunities for students to work at events.

#### *Public Comment:*

Scott McDonald, 404 Abbot Street, shared a state-wide Special Olympics event will take place in Richland this fall with approximately 1,000 participants. He invited all to attend.

### **3.6 Annual Alternative Learning Experience (ALE) Report**

Mr. Baddley explained this is the yearly Board interaction to meet requirements pursuant to WAC 392-121-182 and Policy No. 2245. River's Edge High School (REHS) and Three Rivers HomeLink (TRHL) both qualify as Alternative Learning Experiences. Mr. Baddley introduced Tyler Reeser, TRHL Principal. Mr. Reeser reported staff members are developing a stronger Personal Learning Community (PLC) process and seeking out opportunities to collaborate with other staff members. He explained the entire secondary program will be project based next year. Mr. Reeser stated both staff and parents are excited for the upcoming school year.

Mr. Baddley introduced Dan Chubb, REHS Principal, and announced Mr. Chubb is retiring after many years of service to the District. He shared REHS is collaborating with Columbia Basin College, Kennewick and Pasco School Districts, and the local Educational Service District to offer programs including Graduation Alliance, Independent Learning, pathways to earn GEDs, and the new Open Doors program. All are geared to help students graduate and/or become career ready.

Nicole Anderson was introduced as the new River's Edge High School Principal this fall. Ms. Anderson reported meeting with every staff member and students to gather input. She will begin the new re-imagining process for REHS with a goal of challenging students and preparing them for the next level and employment.

### **3.7 Special Education Task Force (SETF)-Draft Committee Charge**

Mike Hansen, Deputy Superintendent, advised in the spring of 2018 the District contracted with the Urban Special Education Leadership Collaborative Education Development Center to conduct a Special Education Review. Following the review, the District developed a four-year response plan which remains in draft form. The Board of Directors recently requested a Special Education Task Force (SETF) be formed to provide input on the long range plan. Mr. Hansen stated the SETF will have 22 members and most positions will be filled following completion of an application process. Final selection of the committee members will follow a review and analysis of the applications received by a selection committee made up of parents, special education, and administrative staff.

Because the representation on the task force is limited, the task force will host a series of community outreach meetings beginning in September of 2019 to gather input from *all* stakeholders. A survey will also be available for parents to share input. Mr. Hansen advised the committee charge defines the purpose of the committee is to develop best practices, decision making processes, and outline a four year plan. After the first year, the task force will come together annually to review and update details for future years.

Brett Amidan stated he was pleased with the information and schedule but would like more parent representation on the committee. Discussion followed regarding committee sizes and productivity. Mr. Donahoe will be the Board representative on the committee and asked for varied types of communication to parent and staff throughout the process. Ty Beaver, Communication Director, will be asked to attend committee meetings to help with the communication piece.

#### *Public Comment:*

Sarah Flores-Anderson, 289 Rachel Road, stated her concern that information from the forums had not been released. Ms. Anderson would like more parents on the committee and was skeptical of a four year plan.

Beth Stevens, 605 Panorama Court, stated the District needs to pull in expertise from outside the District and the committee work needs to be transparent.

Myriam Bradshaw, 170 Hills West Way, stated she would help with communication to the recently formed Special Education PTA group.

Matthew Bishop, 2105 North Steptoe Street #141, has two students who shared both good and bad experiences in the program and felt the need for more parents on the committee.

LaDonna Sterling, 231 Sell Lane, shared her concern with the lack of productivity so far in this process and stated she feels four years is much too long for a plan. Mr. Hansen advised the plan is to review and update the plan each year.

Brandee Hogg, 1859 Birch Avenue, stated applications should not necessarily be geared to highly educated parents.

**4.0 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 (4.1) THROUGH (4.6) INCLUDING REVISED PERSONNEL ACTION.

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

Motion was approved.

**4.1 Personnel Actions**

ADMINISTRATIVE PERSONNEL:

NEW HIRES FOR THE 2019-2020 SCHOOL YEAR:

Robillard, Jillian, 1.0 FTE, Elementary Assistant Principal, location to be determined

REASSIGNMENTS FOR THE 2019-2020 SCHOOL YEAR:

Sherman, Clinton, 1.0 FTE, Administration, Executive Director, Finance (effective 7/1/19)

CERTIFICATED PERSONNEL:

RESCINDING LEAVE OF ABSENCE FOR THE 2018-2019 SCHOOL YEAR:

Lindseth, Brenna, .5 FTE, Special Education Teacher, Badger Mountain Elementary  
(working .5 FTE, May 20, 2019 through June 18, 2019)

NEW HIRES FOR THE 2019-2020 SCHOOL YEAR:

Affholter, Tara, 1.0 FTE, K-12 Language Arts Teacher, Three Rivers HomeLink

Bradshaw, Myriam, 1.0 FTE, German Teacher, Hanford High School (non-continuing)

Brown, Megan, 1.0 FTE, Special Education Teacher, location to be determined

Bushman, Melanie, 1.0 FTE, Special Education Teacher, location to be determined

Donlon, Quinn, 1.0 FTE, Elementary STEM Teacher, Three Rivers HomeLink

Fankhauser, Jacob, .6 FTE, Mathematics Teacher, Hanford High School

Gates, Lisa, 1.0 FTE, ECEAP Teacher, Early Learning Center

Lawrence, Kimberly, 1.0 FTE, Special Education Teacher, location to be determined

LEAVE OF ABSENCE FOR THE 2019-2020 SCHOOL YEAR:

Browning, Rachel, .6 FTE, Language Arts Teacher, Enterprise Middle School  
(correction, working .4 FTE)

Ciolti, Kari, 1.0 FTE, Third Grade Teacher, Badger Mountain Elementary

Compton, Katje, 1.0 FTE, Second Grade Teacher, Jason Lee Elementary

Deniston, Rhonda, .2 FTE, Librarian, William Wiley Elementary (retaining .8 FTE)

McComb, Alisa, .2 FTE, Language Arts Teacher, Enterprise Middle School (retaining .8 FTE)

Richmond, Wendy, .4 FTE, Science Teacher, Chief Joseph Middle School (retaining .6 FTE)

Younger, Jodi, 1.0 FTE, Third Grade Teacher, Badger Mountain Elementary

CLASSIFIED PERSONNEL:

**NEW HIRES:**

Rivero, Jennifer, Payroll Secretary, Administration Building, effective 06/03/19

**LEAVE OF ABSENCE FOR THE 2019-2020 SCHOOL YEAR:**

Sylejmani, Besa, Custodian, Hanford High School, effective 06/30/19

**RESIGNATIONS:**

Pierson, Bethany, Paraeducator, White Bluffs Elementary, effective 05/15/19

Prichard, Debra, Floater/Caterer, Steven's Support Center, effective 06/14/19

Schlotthauer, Mollie, Paraeducator, Badger Mountain Elementary, effective 05/23/19

Trevino, Brooke, Paraeducator, Richland School District, effective 03/31/19 (will continue to sub)

**RETIREMENTS THE END OF THE 2018-19 SCHOOL YEAR:**

Kinker, Patsy, Paraeducator, White Bluffs Elementary

Nichols, Cindy, Administrative Assistant, River's Edge High School

**4.2 Enrollment Monthly Report**

**4.3 Budget Monthly Report**

**4.4 Cash Grant-Lamb Westin-RSD Field Day**

**4.5 Cash Grant-Richland Education Foundation-Hanford High School Science**

**4.6 Warrant Approval**

General Fund Warrant Nos. 10067288 through 10067350 for \$264,101.75

Nos. 51000574 through 51000579 for \$243,685.24

Nos. 71000833 through 71000845 for \$55,092.19

Nos. 10067352 through 10067435 for \$749,674.43

Nos. 51000580 through 51000584 for \$36,617.41

Nos. 71000846 through 71000860 for \$45,678.06

Capital Projects Fund Warrant Nos. 20001241 through 20001246 for \$1,879,601.23

Nos. 52000106 for \$1,119.00

Nos. 20001247 through 20001250 for \$153,546.54

ASB Fund Warrant Nos. 40006193 through 0006207 for \$30,077.13

Nos. 40006208 through 40006225 for \$33,142.07

Nos. 74000068 for \$450.00

Self Insurance Fund Warrant Nos. 70000071 through 70000074 for \$6,807.50

Nos. 70000075 through 70000078 for \$103,179.64

**5.0 FUTURE AGENDA ITEMS**

The Special Education Task Force charge will be on a future agenda for further discussion and detail.

**5.1 Schedule Workshop for Richland High School Auditorium Specifications**

A workshop will be planned to review the Richland High School Auditorium specifications in July. This project has drawn much interest from community groups and Board priorities will be discussed. There will be the possibility of fundraising efforts for additions not included in the project funding.

**6.0 BOARD AND SUPERINTENDENT REPORTS**

Rick Schulte reminded Board members graduations will be held on June 7, 2019.

Jill Oldson attended the Richland Field Day (Special Olympics) and the Kiwanis and Rotary Scholarship Luncheons.



Rick Donahoe attended the Kiwanis Scholarship Luncheon.

Heather Cleary attended the Rotary Scholarship Luncheon.

Rick Jansons attended the Rotary Scholarship Luncheon.

An executive session was announced to follow the meeting. Executive session will last for thirty minutes with no action taken. The Board meeting was recessed at 8:58 P.M. to allow the audience to leave.

The Board meeting reconvened at 9:08 and moved immediately into executive session.

**EXECUTIVE SESSION (Personnel)**

The Board adjourned to executive session at 9:08 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 forty-five minutes, with no action expected. Executive session ended at 9:52 P.M.

**ADJOURNMENT**

The meeting adjourned at 9:52 P.M.

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RICHLAND SCHOOL DISTRICT NO. 400

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SECRETARY, BOARD OF DIRECTORS